South Hackensack School District - Memorial School   Calendars

Attachment A

▶ Customize Calendar View

November 2016

My Events   Export

Today   Day   Week   Month   List

‹ November 2016 ›

Nov 2016

		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

Dec 2016

				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

Jan 2017

1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

Sun	Mon	Tue	Wed	Thu	Fri	Sat
		1	2	3	4	5
6	7 **5:00pm** Genesis Pare... **7:30pm** Board of Ed...	8	9 Marking Peri...	10	11	12
13	14 Conference Week Pasta for Pennies Fundraiser 1:00 p.m. Dismissal Basketball T... Marking Peri... Report Card... **7:30pm** Board of Ed...	15	16	17	18 Beefsteak	19
20	21 Pasta for Pennies Fundraiser	22	23	24	25	26
27	28 Pasta for Pennies Fundraiser	29	30			

10/14/2016

South Hackensack Memorial School | 2016-2017 CALENDAR

Attachment B

SEPTEMBER 2016

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

8/31 & 9/1 Teachers Report - School Closed

2 School Closed

5 Labor Day – School Closed

6 Students Report – 1:00 p.m. Dismissal

23 1:00 p.m. Dismissal

19 Days

OCTOBER 2016

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

7 Teacher In-Service - School Closed

10 Columbus Day – School Closed

19 Days

NOVEMBER 2016

S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

8 Election Day – 1:00 p.m. Dismissal

10, 11 NJEA Convention – School Closed

14, 15 1:00 p.m. Dismissal

23 Thanksgiving Recess – 1:00 p.m. Dismissal

24, 25 Thanksgiving Recess – School Closed

18 Days

DECEMBER 2016

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

23 Christmas Recess - 1:00 p.m. Dismissal

26 – 30 Christmas Recess – School Closed

17 Days

JANUARY 2017

S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

2 Christmas Recess – School Closed

16 M.L. King Day – School Closed for students - Teacher In-Service

20 Days

FEBRUARY 2017

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

20 - 24 Winter Recess – School Closed

15 Days

MARCH 2017

S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

17 Teacher In-Service – School Closed

22 Days

APRIL 2017

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

14 Good Friday – School Closed

17 – 21 Spring Recess – School Closed

14 Days

MAY 2017

S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

29 Memorial Day – School Closed

22 Days

JUNE 2017

S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

26 Last Day of School

*If any of the extra days reserved for emergency school closings remain unused, school may be closed on an earlier date, provided 180 days of student contact sessions are held.

JULY 2017

S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

4 Independence Day

3-28 Summer Recreation Program

Note: If more than four (4) emergency closings are utilized, it is understood days will be deducted from the calendar in the following order: February 24 (Day 1), February 23 (Day 2), February 22 (Day 3), February 21 (Day 4) and if needed starting with Friday, April 21.

-Approved at the _______________ Board of Education meeting-

STATE OF NEW JERSEY
DEPARTMENT OF EDUCATION
BERGEN COUNTY OFFICE
ONE BERGEN COUNTY PLAZA, SUITE 350
HACKENSACK, NJ 07601-7076
201-336-6875
FAX 201-336-6880

CHRIS CHRISTIE, *GOVERNOR*
KIM GUADAGNO, *LT. GOVERNOR*

KIMBERLEY HARRINGTON, ACTING *COMMISSIONER*
NORAH E. PECK, *INTERIM EXECUTIVE COUNTY SUPERINTENDENT*

October 24, 2016

Mrs. Dina Messery
Business Administrator/Board Secretary
South Hackensack Board of Education
Dyer Avenue
South Hackensack, NJ 07606

Dear Mrs. Messery:

The Comprehensive Maintenance Plan for South Hackensack School District has been reviewed pursuant to *N.J.S.A.18A:7G-9* and *N.J.A.C. 6A:26-20*. The plan as presented was in compliance.

If you have any questions, contact Lorena Veltri.

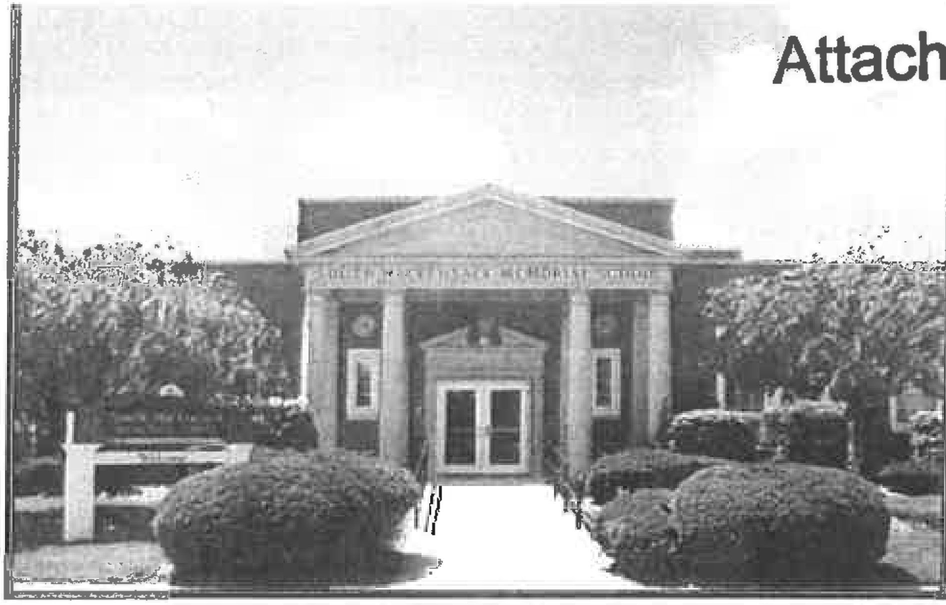
Sincerely,

Jeanette R. Makus
Interim Executive County Business Official

JRM/lv

c: Gregorio Maceri, Superintendent, South Hackensack Board of Education

Attachment C



South Hackensack School District

COMPREHENSIVE MAINTENANCE PLAN

2016 - 2017

MEMORIAL SCHOOL
Dyer Avenue
South Hackensack, New Jersey 07606 -1537

Mr. Gregorio Maceri
Superintendent/ Principal

"A Tradition of Caring"

The South Hackensack School District

Bergen 03 / New Jersey 4870
Comprehensive Maintenance Plan
Report

School/Number	15/16 Actual	16/17 Budgeted	17/18 Planned
Memorial 03-4870-050	$79,814 Localized repairs, painting, Fire Alarm maintenance Chiller maintenance HVAC maintenance Automatic building controls maintenance Chemical water treatment Fire Sprinklers & extinguishers maintenance Irrigation maintenance Landscaping Wood and flooring maintenance Electrical Maintenance/Repair Elevator Inspection & maintenance Emergency generator maintenance Environmental Controls Pest management Annual service and inspection of all systems	$54,500 Localized repairs, painting, Fire Alarm maintenance Chiller maintenance HVAC maintenance Automatic building controls maintenance Chemical water treatment Fire Sprinklers & extinguishers maintenance Irrigation maintenance Landscaping Wood and flooring maintenance Electrical Maintenance/Repair Elevator inspection & maintenance Emergency generator maintenance Environmental Controls Pest management Annual service and inspection of all systems	$60,000 Localized repairs, painting, Fire Alarm maintenance Chiller maintenance HVAC maintenance Automatic building controls maintenance Chemical water treatment Fire Sprinklers & extinguishers maintenance Irrigation maintenance Landscaping Wood and flooring maintenance Electrical Maintenance/Repair Elevator inspection & maintenance Emergency generator maintenance Environmental Controls Pest management Annual service and inspection of all systems
TOTAL ALL SCHOOLS	**$79,814**	**$54,500**	**$60,000**

NJ DEPARTMENT OF EDUCATION
SCHOOL FACILITIES

Form M-1

Annual Maintenance
Budget Amount Worksheet
Per N.J.A.C. 6A:26A

County	Bergen	Current Area Cost Allowance per SF	$ 143.00
District Name	South Hackensack	District contact name	Mr. Greg Maceri
District Number	4870	District contact phone	201-394-7793
Filing Date	10/18/2016	District contact e-mail	gmaceri@shmemorial.org

A School Facility Name	B School Number	C Gross Building Area (GSF)	D Building Replacement Value	E Prior Years Actual & Current Year Budgeted expenditure (See Detailed Sheet)	F Min. Annual Target Expenditure for FY 17-18	G Anticipated Budget for FY 17-18
Memorial School	050	62,015	$ 8,868,145	$ 729,347	$ 17,736	$ 60,000
		0	$ -	$ -	$ -	
		0	$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
			$ -	$ -	$ -	
District Total		62,015	$ 8,868,145	$ 729,347		
Min. Required amount for FY 17-18					$ 17,736	
Anticipated Budget amount for FY 17-18						$ 60,000

Max. Maintenance Reserve Amount (4% of column D)	$ 354,726
Current District Maintenance Reserve Amount	$ 265,453

Prepared by:

District School Business Administrator

Print Dina Messery **Date** 10/24/2016

Sign Dina Messery

10/24/2016 11:24 AM

District Name	South Hackensack		Detailed Actual Expenditures by Year by Building Worksheet									District Number	4870
			Actual Expenditure by Building										
A	B	C	G	H	I	J	K	L	M	N	O	P	Q
			Actual Expenditures	Actual Expenditures	Actual Expenditures	Actual Expenditures	Actual Expenditures	Actual Expenditures	Actual Expenditures	Actual Expenditures	Actual Expenditures	Budgeted Amount	
A. School Facility Name	School Number	Gross Building Area (GSF)	FY 07-08	FY 08-09	FY 09-10	FY 10-11	FY 11-12	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	Total
Memorial School	050	62,015	$ 47,344	$ 74,609	$ 78,655	$ 73,648	$ 74,504	$ 82,084	$ 110,425	$ 53,764	$ 79,814	$ 54,500	$ 729,347
0	060	0											$ -
0	080	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
0	000	0											$ -
District Total	[redacted]	62,015	$ 47,344	$ 74,609	$ 78,655	$ 73,648	$ 74,504	$ 82,084	$ 110,425	$ 53,764	$ 79,814	$ 54,500	$ 729,347

10/24/2016 11:24 AM

New Jersey Department of Education
Health and Safety Evaluation Of School Buildings Checklist

COUNTY: Bergen 03 **DISTRICT:** South Hackensack 4870 **SCHOOL YEAR:** 2016-2017
(check one) [ ] Leased [✓] Owned **SCHOOL BUILDING:** Memorial School 050
COMPLETED BY : James Parisi **DATE :** September 19, 2016

This form shall be used for the evaluation of school buildings including: Traditional Public School Districts (owned or leased), Private Schools for the Disabled, Charter Schools, Renaissance School Projects and any other school settings. This evaluation checklist shall be completed annually by appropriate district personnel and kept on file for inspection or other legal issues. These indicators cover regulations issued by NJDOE, NJDCA, NJUCC, OSHA. The emphasis of this evaluation is for the health and safety of students and staff even in the absence of a specific Statute or Code. The items listed are not mutually exclusive of other findings a monitor/inspector may site. See "Facility Instructions and Guidance" for additional information.

SECTION A: 100% Items

100% COMPLIANCE				
CURRENT LICENSES AND CERTIFICATES	**YES**	**NO**	**N/A**	**VIOLATION LOCATION**
1. A current certificate of compliance with the Uniform Fire Code has been issued by the local or State fire official/inspector within the year and posted in a conspicuous location. (or current abatement inspection is available)	✓			
2. A current inspection report of the local health official (kitchen, cafeteria, pool, etc.) is available.	✓			
3. A 3 year asbestos management plan, as required by A.H.E.R.A., is available including current 6 month surveillance letters. If constructed without asbestos, a letter of certification from the architect is available.	✓			
4. An annual inspection report of the Department of Environmental Protection for the operation of a sewage treatment plant, where applicable, is available.			✓	
5. Current boiler inspection certificate(s) posted at site of boiler	✓			
6. Current license(s) for high and low pressure boiler operators, as required by code, are properly posted.			✓	
7. Current drinking water supply inspection reports are available to comply with the Safe Water Drinking Act. (N.J.A.C 58:12A-1) (6A:26-12.4)	✓			
8. One fire drill and one school security drill are held each month; [See"Checklist Instructions" for Certificate of Assurance]18A:41-1	✓			
9. Right To Know requirements are properly posted and MSDS reporting materials on file for review.	✓			
10. District has defibrillators identified with appropriate signage, is placed and made available in an unlocked location on school property, which is accessible during the school day and any other time in which a school-sponsored athletic event or team practice, in which pupils of the district are participating, is taking place and is within reasonable proximity of the school athletic field or gymnasium, as applicable (Janet's Law18A:40 41a-41c)	✓			

Revised: 08/12/2016

100% COMPLIANCE				
EXITS/EXTERIOR	**YES**	**NO**	**N/A**	**VIOLATION LOCATION**
11. Exterior switches and receptacles are covered by securely fastened weather-proof plates and fixtures are securely mounted with no exposed wires.	✓			
12. All exterior exits are in good condition; readily accessible and free of obstructions for use in an emergency; including: **a.** Fire escapes and/or exterior stairs can be safely negotiated. **b.** Panic hardware is provided on exit doors of all spaces with an occupancy load/capacity greater than 50.	✓			
INTERIOR				
13. All electrical outlets; switches, receptacles and junction boxes; electric wires; fuses and/or circuit breaker panels; etc. are properly covered and/or secured and/or protected.	✓			
14. Sufficient access and working space is provided and maintained around all electrical spaces. Items, especially combustibles, are a minimum of 36 inches from electrical power sources or equipment; i.e.: circuit breaker panels, fuse boxes, transformers.	✓			
15. ***Instructional*** areas are free of all unapproved construction; e.g.: walls; partitions; doors and stairs; etc.	✓			
16. The hardware on doors of any space occupied by students shall permit egress from the room at all times. Key-operated locks, thumb-turn locks, hasps dead bolts, slide bolts or similar types of locking devices shall not be permitted. 6A:26-8.1 (i2)	✓			
17. Unobstructed vision panels with code approved glass are installed in doors opening into corridors. Interior glazing shall be safety glazing. 6A:26-8.1 (i3)	✓			
18. Kindergarten and Pre-K toilet requirements are met.	✓			
19. District approves as needed: Dual Use, Change of Use, Alternate Toilet, Temporary sites (TCU or rented faculties). Required DOE approvals in place.	✓			
20. Dangerous chemicals (i.e.: liquefied petroleum gas/propane) and/or explosive materials (i.e.: gunpowder; picric acid) are <u>NOT</u> stored/present in the building. If needed, flammable and combustible materials are properly stored/maintained (i.e.: in properly rated cabinets; NOT in boiler room/hazardous areas).	✓			
VOCATIONAL/LABORATORIES				
21. Power machinery and equipment, as well as science labs, have appropriate safety features in place, including as applicable:				
a. Appropriate placement on the floor and required point of operation guards to protect users from injury due to moving parts.			✓	
b. Clearly visible and accessible push-type emergency cut-out switches at appropriate locations within shops to de-energize electrical supply to nonportable machinery.			✓	
c. Non-portable machinery provided with magnetic type switches to prevent automatic restart upon restoration of power after an electrical failure or reactivation of the emergency cut-off switch.			✓	
d. Key-operated electric solenoid shut-off valves on natural gas lines in science laboratories and shops constructed after 1979. On all other gas lines there is an emergency shut off valve which is clearly marked and accessible.	✓			

100% COMPLIANCE				
VOCATIONAL/LABORATORIES continued	**YES**	**NO**	**N/A**	**VIOLATION LOCATION**
22. At a minimum, one # 20 BC rated fire extinguisher is provided in each laboratory and vocational area.	✓			
23. Adequate eye and body protection is provided, including: **a.** Eye protection devices (glasses, goggles) for students and faculty in each laboratory and shop area, including appropriate provision for their sanitation. **b.** Emergency eyewash device(s), with 15 minutes continuous flow, where caustic or corrosive materials are used. **c.** An emergency cold-water shower for chemistry laboratory if constructed after October 1985. (6A:26-12.5)	a. ✓ b. ✓ c. ✓			
24. Room provides for proper local or general ventilation and/or exhaustion of toxic and/or dangerous fumes and/or odors, including for the following activities, as applicable: **a.** For science activities (i.e.: via fume hoods) **b.** For welding operations. **c.** For paint spraying operations: 1 Auto: should have separate exhaust system. 2 Art: proper ventilation for spray/ paint with fumes **d.** Art: Safe designated space/room for kilns with proper ventilation **e.** For dust generating operations, such as wood working, (i.e.: a dust collecting system which should be either single or multi-use vacuum packs or a central dust collection system			a. ✓ b. ✓ c. ✓ d. ✓ e. ✓	
100% ITEMS TOTAL				

Section B: 80% Items

80% COMPLIANCE				
EXITS/EXTERIOR	**YES**	**NO**	**N/A**	**VIOLATION LOCATION**
1. No evidence of major exterior building structural damage. Example(s) would include: **a.** Exterior walls appear free of structural cracks, loose masonry and crumbling parapets; lintels appear free of rust and flaking. **b.** Gutters and downspouts appear to be in good condition and are secured to the building; runoff does not appear to be obstructed or create drainage or soil erosion.	a. ✓ b. ✓			
2. All exterior receptacles are GFI protected in accordance with code.	✓			
3. All school grounds, including general purpose play areas and athletic fields, are free of holes; glass; stumps, roots; rocks and other hazardous obstacles. Fences are maintained and are free of holes. The outside physical education area for students shall include, but not be limited to, sufficient space, equipment, and safe surfaces for the temporary facility enrollment and program needs and be protected from hazards or traffic conditions.6A:26-8.1ix	✓			

80% COMPLIANCE				
EXITS/EXTERIOR continued	**YES**	**NO**	**N/A**	**VIOLATION LOCATION**
4. Playground area and equipment appear to be in safe operating condition and in compliance with code and district maintains documentation of compliance and regular inspections.	✓			
INTERIOR				
5. All interior exits and corridors are in good condition; readily accessible; and free of obstructions and/or excessive materials which would hinder exiting.	✓			
6. Emergency evacuation egress procedures are posted at a visible height and standard location in all areas. 6A:26-8.1 (i4)	✓			
7. Doors leading to interior courtyards are clearly marked: "Not an Exit"			✓	
8. Handrails on both sides of interior stairways, guardrails, and interior stair treads are free of surface features which may cause injury and/or are properly secured. Interior stair treads do not show evidence of extensive wear and are generally in good repair	✓			
9. Stage curtains are flame proof or flame retardant and certificates are on file.	✓			
10. All education spaces shall be equipped with a communication devise/system connected to the main office and capable of emergency communication to local authorities or 9-1-1. 6A:26-8.1 (i6)	✓			
11. Electric outlets and/or wiring appear appropriate, including: **a.** GFI protection for receptacle(s) within 6 ft of water in accordance with code. **b.** Electrical extension cords and surge protectors used appropriately, with extension cords <u>only used</u> for temporary need(s). **c.** Sufficient electrical duplex outlets shall be provided to satisfy the program needs as provided in N.J.A.C. 6A:26-6.3 6A:26-8.1(vii2)	 ✓ ✓ ✓			
12. Nurse's Office: District boards of education shall provide the necessary facilities, equipment and supplies for the performance of the duties required under State law and the rules by health services personnel. (6A:26-12.3 & 6A:26-6.3(b))	✓			
13. Individual or central mechanical ventilation unit(s) are operating in all student and staff occupied rooms/areas and toilet facilities; air conditioners are operational in windowless interior areas. Heating and ventilation requirements shall be as set forth in N.J.A.C. 6A:26-6.3 and the UCC. 6A:26-8.1 (iii)	✓			
14. Lighting levels in all instructional areas at least 50 foot candles, as measured with a light meter, comply with code and lamps/bulbs are covered with a lens cover or equivalent protection. (6A:26-8.1(vi) & 6A:6.3(g)(1))	✓			
15. Instructional areas have no unauthorized and/or potentially hazardous materials/equipment in rooms. 6A:26-8.1 (i1)	✓			
16. A chalkboard or whiteboard, and/or display board is provided in each instructional space and is free of cracks and jagged edges. 6A:26-8.1 (vii1)	✓			

80% COMPLIANCE				
INTERIOR	**YES**	**NO**	**N/A**	**VIOLATION LOCATION**
17. Ceilings, walls and floors are free of holes, sags, and evidence of water damage. The average ceiling height shall be at least 8' feet for instructional spaces in temporary facilities in an existing public school, in a district owned facility and in rented or leased buildings not on school district owned sites.6A:26-8.1 (ii)	✓			
18. Area and floor drains, where provided, appear to be in working order and covered with appropriate plates; unused (abandoned) waste lines (drains) are sealed off and capped.	✓			
19. Floors throughout the school are clean and free of trash, as well as appear free of slipping, tripping; and/or other hazards. Any concrete floors in all instructional areas, except shops, shall be covered with a resilient floor covering. 6A:26-8.1 (i5)	✓			
20. Supplies and materials are neatly and appropriately stored:				
a. Storage racks/shelving over 6 feet in height are properly secured from tipping.	✓			
b. In general, there is no storage within 24 inches of a ceiling. In buildings with sprinkler systems, storage is at least a minimum of 18 inches below sprinkler head deflectors.	✓			
c. Storage is organized to allow safe access through space.	✓			
21. Provision shall be made for storage of students' clothing in other than a corridor or exitway. Student lockers are usable; i.e.: doors, handles and locks are operable. 6A:26-8.1 (i7)	✓			
22. Drinking fountains are provided with sufficient water pressure or access to water coolers is readily available. (6A:26-12.4) Potable water shall be available and drinking fountains shall be provided for students in cafeterias, preschool and kindergarten programs in accordance with N.J.A.C. 5:23-7; 6A:26-8.1(v)	✓			
23. Toilet facilities shall meet existing UCC requirements for the E Use Group as determined by the construction official. Toilet facilities shall be available within a reasonable distance not more than one floor away, and shall be equipped with an exterior operable window sash or mechanical exhaust ventilation. 6A:26-8.1 (iv)	✓			
24. Food and nonfood items (i.e.: cleaning products, etc.) in home economics rooms & cafeteria are stored separately			✓	
25. Non-instructional areas are free of all unapproved construction; e.g.: walls, partitions, doors and stairs.	✓			
26. Furniture and equipment that is in good condition and suitable for the age and size of the students and purposes of instruction shall be provided; 6A:26-8.1(vii)	✓			
VOCATIONAL/LABORATORIES				
27. Corrosives, toxic and other hazardous substances are stored in proper corrosive storage cabinets and are properly labeled.			✓	
28. Required space is available for the safe operation of machinery			✓	
29. Mechanical and hydraulic automotive lifts have locking devices to hold them in the extended (open) position.			✓	
30. Floor(s) and aisles in all shops are free of slipping and tripping hazards.			✓	
31. "Eye Hazard Area-Wear Your Eye Protection" signs are posted.	✓			

80% COMPLIANCE				
VOCATIONAL/LABORATORIES	YES	NO	N/A	VIOLATION LOCATION
32. The following additional safety measures are in place if welding operations are on-going: a. Welding curtains are provided and are painted with a finish of low reflectivity. b. Personal protective equipment (goggles, aprons, etc.) are provided.			✓ ✓	
33. Pressurized gas cylinders are secured (chain and eye hooks to welding cart, etc.) and valve protection caps are in place.			✓	
34. Oxygen cylinders in storage are separated from fuel gas cylinders (acetylene) or combustible materials a minimum distance of 20 feet.			✓	
80% ITEMS TOTAL				

SCORING SECTIONS	100% Section A	80% Section B
Maximum # of Compliant Questions:	24	34

100% Section A Compliance	SCORE	NJQSAC FISCAL DPR [All items are in compliance in building(s)]
# of NO responses in section A	0	[✓] COMPLIANT (No exceptions) [ ] NONCOMPLIANT

80% Section B Compliance	SCORE	NJQSAC DPR [At least 80% of items are in compliance in building(s)]
a. # of YES responses	25	[✓] COMPLIANT Line a is equal to or greater than Line #d
b. # of NO responses	0	
c. Subtotal [(a)+(b)]	25	
d. Multiply [(c) x 80%]	20	[ ] NONCOMPLIANT Line a is less than Line #d

LEA SIGNATURES:

James Parisi
Completed By

Head Custodian
Title

September 19, 2016
Date

if applicable, Certified Educational Facilities Manger — Date

10/18/16

Gregorio Maceri
Chief School Administrator — Date

All indicators denoted with 6A:26-8.1 also represent codified Temporary Facility Standards.

South Hackensack School District

Dyer Avenue · South Hackensack, NJ 07606 · (201) 440-2782

Gregorio Maceri, Superintendent/Principal
Constance Truncali, Supervisor of Curriculum and Instruction
Dina Messery, Business Administrator
Elizabete Schaefer, Board Secretary

"A Tradition of Caring"

October 18, 2016

Nora Peck, Interim Executive County Superintendent of Schools
One Bergen County Plaza
3rd Floor, Room 350
Hackensack, New Jersey 07601-7076

Dear Ms. Peck:

Enclosed is the South Hackensack School District's Comprehensive Maintenance Plan for the 2016- 2017 School year. Please feel free to contact me if you have any questions or further clarification is necessary.

Sincerely,

Gregorio Maceri
Superintendent/ Principal

Enclosures:

- 2016 - 2017 Comprehensive Maintenance Plan Report
- CMP/ M-1 worksheets
- Certified Board of Education Resolution and Approval

Attachment D

NJ QUALITY SINGLE ACCOUNTABILITY CONTINUUM STATEMENT OF ASSURANCE - SCHOOL YEAR 2016-17

DECLARATION PAGE

Bergen **South Hackensack**

By signing below, the Chief School Administrator and Board President are affirming the accuracy of this document.

POSITION	NAME	SIGNATURE
Chief School Administrator	Gregorio Maceri	
Board of Education President	Teresa Lofaro	
Board Resolution Date: October 17, 2016		

NJQSAC Statement of Assurance - School Year 2016-17

District Name: South Hackensack

Instruction and Program	Yes or N/A = 1 No = 0	Comments
1. Reports to the district board of education and the public on the performance of all students on the New Jersey standardized testing system (N.J.A.C. 6A:8-3.1).	1	Presented PARCC grades 3 - 8 and NJASK Science grades 4 and 8 results at the October 3rd Board of Education Meeting.
2. Communicates district graduation requirements to all high school students, their families, and the community annually (N.J.A.C. 6A:8-5.1).	1	South Hackensack does not have a high school but we do have Hackensack High School graduation requirements on our website under the informational links heading named Hackensack High School Student Information
3. Implements board-approved new and/or revised curricula that clearly and specifically align with the most recent State Board adopted version of the New Jersey Common Core Curriculum Standards (NJCCCS) and Common Core State Standards (CCSS) and with the timeline for implementation of curriculum for each content standard (N.J.A.C. 6A:3-3.1).		
Content Area and Date Standards Were Adopted by the State Board of Education:	**Yes or N/A = 1 No = 0**	**In the boxes below, enter the district board adoption date for each content area. If the content area has not been aligned to the standards, provide an explanation.**
English Language Arts: (June 2010)	1	8/20/2015
Math (June 2010)		8/20/2015
Science (June 2009)		8/20/2015 for Grades K - 5 and 8/22/16 for Grades 6 - 8
Social Studies (September 2009)		8/20/2015
World Languages (June 2009)		8/20/2015
Technology (June 2009)		8/20/2015 - Imbedded
21st Century Life and Careers (June 2009)		8/20/2015 - Imbedded
Visual and Performing Arts (June 2009)		8/20/2015
Comprehensive Health and Physical Education (June 2009)		8/20/2015
Instruction and Program	**Yes or N/A = 1 No = 0**	**Comments**

District Name: South Hackensack		
4. Aligns the approved career and technical education program with the State Plan for Career and Technical Education and evaluates the program annually, including the required safety and health program (*N.J.A.C.* 6A:19 *et seq*.).	1	

District Name: South Hackensack

Instruction and Program	Yes or N/A = 1 No = 0	Comments
5. Has a preschool program plan approved by NJDOE Div. of Early Childhood Education, as per *N.J.A.C.* 6A:13A-3.1 (if district receives State preschool education aid). For those school districts receiving full State funding under the School Funding Reform Act (SFRA) funded per pupil amount determined by the formula, the preschool Self-Assessment Validation System is complete, per *N.J.A.C*. 6A:13A-8.1.	1	Although South Hackensack has a full day preschool program this is N/A because we do not receive State preschool education aid.
Instruction & Program Subtotal	**5**	

Fiscal Management	Yes or N/A = 1 No = 0	Comments
The district:		
1. Follows a budget calendar that was developed and shared with the board annually and that reflects all applicable legal and management requirements.	1	Policy & Regulation 6220
2. Bases the tuition estimate on an analysis of prior year expenditures and the current year schedule of out-of-district placements from existing contracts.	1	Policy 6150
3. Bases appropriations for capital projects on the district's Long Range Facilities Plan (N.J.A.C. 6A:26-2.1) and the comprehensive maintenance plan (N.J.A.C. 6A:26-*20*).	1	Policy & Regulation 7100
4. Supports other budget lines by a trend analysis of historical expenditures.	1	
5. Includes only line-item transfers or appropriations of surplus for new programs and initiatives contained in the original budget certified for taxes (excluding transfers for health and safety related items and awards of additional state aid or grants for new purposes.	1	Policy & regulation 6470

District Name: South Hackensack

Fiscal Management	Yes or N/A = 1 No = 0	Comments
6. Submits initial applications, revisions and final reports for all entitlement and discretionary grants in a timely manner.	1	Policy 6113
7. Maintains separate accounts and keeps records, by grant (IDEA, Title I, IDEA-ARRA, Education Jobs Funds, etc.) and location as required (Title I, etc.), and/or consolidates accounts for approved school-wide programs as allowed in accordance with the approved budget.	1	Policy 6820
8. Expends federal funds consistent with the approved indirect cost rate.	1	Policy 6112
9. At a minimum, performs a semi-monthly review of the budget status (budget to actual) to ensure that sufficient appropriations are available.	1	
10. Approves purchase orders approved only by the purchasing agent and issued in advance of goods received or services rendered and encumbered for the full contractual amount. There are no confirming orders.	1	Policy & Reulation 6470
Fiscal Management Subtotal	**10**	

Governance	Yes or N/A = 1 No = 0	Comments
The district:		
1. Establishes policies and procedures for the provision of educational programs and services to all students (N.J.A.C. 6A:7 et.seq).	1	Policy 1140, Policy & Reg 2260, Policy & Reg 2411, Policy 2416, Policy 2422, Policy 2431, Policy 2622, Policy 5752, Policy 5755
2. Establishes a nepotism policy (N.J.A.C. 6A:23A-6.2)	1	Policy 0142.1
3. Follows all requirements for the annual organization meeting (N.J.S.A. 18A:10-3 et seq. and 15-1 et seq.).	1	Policy 0151

District Name: South Hackensack

Governance	Yes or N/A = 1 No = 0	Comments
4. Drafts minutes of all meetings, including executive sessions, that reflect all board actions and makes the minutes publicly available within two weeks or by the next board meeting (N.J.S.A. 18A:17-7). When appropriate, the board obtains public input and provides information to district staff as it relates to community expectations. The board also implements the Open Public Records Act (OPRA) pursuant to N.J.S.A. 47:1A-1 et seq.).	1	Policy 0168
5. Requires each board member and administrator to file a timely and properly completed financial and personal/relative disclosure statement each year (*N.J.S.A* . 18A:12-26). Annually discusses the School Ethics Act and has not been found in violation of the School Ethics Act (*N.J.S.A.* 18A:12-22).	1	Policy 0142
6. Establishes a travel and related expense reimbursement policy and ensures school board members and all employees operate in accordance with that policy (*N.J.S.A.* 18A:11-12 and *N.J.A.C.* 6A:23A-7).	1	Policy & Reg 6471
7. Submits new, renegotiated, amended, altered or extended contracts for superintendents, deputy superintendents, assistant superintendents and school business administrators to the Executive County Superintendent (ECS) for review and approval. Takes no formal action to approve or implement such contracts prior to ECS review and approval (*N.J.S.A.* 18A:7-8, *N.J.A.C.* 6A:23A-3.1).	1	Policy 1220

District Name: South Hackensack

Governance	Yes or N/A = 1 No = 0	Comments
8. Approves appointments and transfers, and removes or renews certificated and non-certificated officers and employees only by a roll call majority vote of the full membership of the board upon the recommendation of the Chief School Administrator and acts within 60 days of the CSA's recommendation (*N.J.S.A.* 18A:27-4.1).	1	Policy 0165 Policy 1230 Policy 3125 Policy 4125
9. Approves the monthly board secretary's and treasurer's reports within 60 days of month's end and certifies in the minutes that the major funds (general fund, special revenue and capital projects fund) have not been over-expended (*N.J.A.C.* 6A:23A-16.10).	1	Policy & Reg 6470 Policy 6820
10. Conducts a public hearing on the proposed budget and formally adopts the budget at a public meeting *(N.J.A.C. 18A:22-7 et seq. and N.J.A.C. 23A:8-1)* .	1	Policy 6230
Governance Subtotal	**10**	

Operations	Yes or N/A = 1 No = 0	Comments
The district:		
1. Conducts all required trainings for school district employees *(N.J.S.A. 18A and N.J.A.C. 6A)*.	1	Policy 1140, Policy 2431.3, Policy 5300, Policy 5335, Policy 5755, Policy 7433, Policy & Reg 1510, Policy 2431.4, Policy 3126, Policy 4240, Policy 5331, Policy 5338, Policy 5512, Policy 5530, Policy 7420, Policy 8420, Policy 8461, Policy 8462 Policy 5339, Policy 5350
2. Submits all required NJSMART files by the due dates and has an error rate of less than 2% for each file.	1	
3. Adopts and distributes to all school staff, students and parents a code of student conduct that contains all required elements *(N.J.A.C. 6A:16-7.1)*.	1	Policy & Reg 5600

District Name: South Hackensack

Operations	Yes or N/A = 1 No = 0	Comments
4. Collects and reports annually, incidents of violence, vandalism, substance abuse and disruptive behavior to the NJDOE on the Electronic Violence and Vandalism Reporting System (EVVRS). Reports to the board all incidents from the previous year, annually at a public hearing. Analyzes these incidents and identifies activities to address them *(N.J.A.C. 6A:16-5.3).*	1	Policy & Reg 5512 Policy & Reg 8461
5. Develops and implements policies and procedures prohibiting harassment, intimidation and bullying (HIB); distributes them to students, parents and staff; and posts the policies and procedures on the district's website *(N.J.S.A. 18A:37-14-18 and N.J.A.C. 6A:16-7.7).*	1	Policy & Reg 5512
6. Satisfies all requirements of the Gun-Free Schools Act, 20 USC 7151 and the Title IV Section 4141 of NCLB *(N.J.S.A. 1BA:37-7-12 and N.J.A.C. 6A:16-5.5).*	1	Policy & Reg 8467
7. Provides for the safety and protection of students through the annual review, development and implementation of a memorandum of agreement (MOA) with law enforcement and implementation of board-approved policies to facilitate cooperation between school staff and law enforcement *(N.J.A.C. 6A:16-6.2)*	1	Policy & Reg 5611 Policy & Reg 9320
8. Implements procedures to review and resolve transportation incidents to avoid safety violations and ensures the safety of children including but not limited to meeting Motor Vehicle Commission requirements for bus driver inspections before loading and after drop-off and evacuation drills *(N.J.A.C. 6A:27-11 and 12.1(g).*	1	Policy & Reg 8600 Policy & Reg 8441

District Name: South Hackensack

Operations	Yes or N/A = 1 No = 0	Comments
9. Adopts and implements policies and procedures designed to report missing and abused children to law enforcement and child welfare authorities. Appoints and school district liaison and provides training to district employees, volunteers and interns working in the school district *(N.J.A.C. 6A:16-11).*	1	Policy & Reg 8462
10. Provides school health services, screenings and examinations to identify the need for medical services for public and nonpublic students. Maintains student health records *(N.J.A.C. 6A:16-2.1 et seq).*	1	Policy & Reg 5308 Policy & Reg 5310
11. Implements the NJDOE-approved school health nursing services plan *(N.J.A.C. 6A:16-2.1(b)).*	1	Policy & Reg 2411
12. Implements a board-approved comprehensive guidance and academic counseling program for all students *(N.J.A.C. 6A:8-3.2).*	1	Policy & Reg 2411
13. Coordinates a comprehensive career education and counseling program with transition services for students with disabilities beginning at age 14 or younger as determined by the Individualized Education Program team *(N.J.A.C. 6A:14-3.7(e)11-13).*	1	Policy & Reg 2460
14. Ensures that each school building has a multidisciplinary team (such as Intervention and Referral Services Team, Pupil Assistance Team and School Resource Committee) as part of its coordinated system for the planning and delivery of intervention and referral services *(NJAC 6A:16-8.*	1	Policy & Reg 2417
15. Provides educational services, either in school or out of school, within five days of the student's removal for disciplinary reasons or absence due to chronic or temporary illness *(N.J.A.C. 6A:16-7.2; 7.3 and 10).* If the district is a County Special Services School District, it develops and implements procedures for notifying resident district of disciplinary removals or absences due to chronic or temporary illness.	1	Policy & Reg 2412 Policy & Reg 2481

District Name: South Hackensack

Operations	Yes or N/A = 1 No = 0	Comments
16. Forwards all student records, including disciplinary records, to the school district to which the student has transferred within 10 school days after the transfer has been verified by the requesting school district. Forwards disciplinary records, with respect to suspensions and expulsions, to nonpublic schools *(N.J.A.C. 6A:32-7.5(f)10iii and 6A:16-7.10).*	1	Policy & Reg 8330
17. Provides services and programs to nonpublic school students in accordance with Chapter 192 Auxiliary Services *(N.J.S.A. 18A:46A-1 et seq. and N.J.A.C. 6A:14-6.1 et seq)* and Chapter 193 Remedial Services for the Handicapped *(N.J.S.A. 18A:46-19.1 et seq and N.J.A.C. 6A:14-6.1).*	1	
18. Disseminates information about and implements a comprehensive alcohol, tobacco and other drug abuse program. Adopts and disseminates to all school staff, students and parents policies and procedures for the prevention, assessment, intervention, referral for evaluation referral for treatment, discipline for students using alcohol or other drugs and continuity of care *(N.J.S.A. 18A:40A-B and N.J.A.C. 6A:16-1.4(a)18; 6A:16-3-4).*	1	Policy & Reg 5530
19. Annually reviews, revises or develops, and implements safety and security plans, procedures and mechanisms in consultation with law enforcement, health, social service and emergency management agencies and other community members, including parents *(N.J.A.C. 6A:16-5.1 et seq).*	1	Policy & Reg 8420, Reg 8420.1, Reg 8420.2, Reg 8420.3,Reg 8420.4; Reg 8420.5, Reg 8420.6, Reg 8420.7, Reg 8420.10
20. Implements the NJDOE-approved Comprehensive Equity Plan (CEP) designed to eliminate discrimination according to race, age, creed, color, national original, ancestry, marital status, affectional or sexual orientation, gender, religion, disability, socioeconomic status, pregnancy or parenthood *(N.J.A.C. 6A:7-1.4).*	1	Policy 1530
Operations Subtotal	**20**	

NJQSAC Statement of Assurance - School Year 2016-17

District Name: South Hackensack		
Personnel	**Yes or N/A = 1 No = 0**	**Comments**
The district:		
1. Utilizes board-approved job descriptions and standards for appointment of each teaching staff member, substitute teacher and other staff including paraprofessional positions. Ensures that all staff are appropriately certified and credentialed for their assignment (*N.J.A.C.* 6A:32-4 and *N.J.A.C.* 6A:9-6.5).	1	Policy & Reg 1400 Policy 3125 Policy 4125
2. Confirms that new employees have a successful criminal history record check within three months of employment and that they have not been disqualified for employment (*N.J.S.A* . 18A:6-7.1 *et. seq.,* 18A:39-19.1 and 18A:6-4.13 *et. seq* .).	1	Policy 3125 Policy 4125
3. Adopts written policies and procedures for the physical examination of new and existing employees and maintains personnel health records in a secure separate location from personnel files (*N.J.A.C.* 6A:32-6.2 and 6.3).	1	Policy & Reg 3160 Policy & Reg 4160
4. Adopts policies and procedures for the annual evaluation of all tenured and non-tenured teaching staff members by appropriately certified personnel. Distributes the policies to all tenured teaching staff members, including administrators and supervisor, by October 1 (N.J.A.C. 6A:*10*).	1	Policy & Reg 3221 Policy & Reg 3222
5. Uses multiple data sources, (e.g., test scores, needs assessments, attendance data, violence reports) to address current and projected needs and priorities for all school/district staff when providing professional development opportunities. Uses the data sources to analyze the alignment of the district's Professional Development Plan with teaching staff needs (*N.J.A.C.* 6A:9-15 *et.seq* .).	1	
Personnel Subtotal	5	

Attachment E

South Hackensack District Nursing Services Plan 2016-2017

(N.J.A.C. 6A:16-2.1 through 2.5)

District Name: South Hackensack

School Year: 2016-2017

Board of Education Approval Date: October 17, 2016 (as per N.J.A.C. 16:A-2.1 (b))

District Contact Person: Jennifer Zanelli, RN BSN

I. Description of Basic Nursing Services Provided to All Students: (N.J.A.C. 6A 16-2.1 (b) 2 (i))

Basic services: N.J.A.C. 16A and N.J.S.A. 18A:40, federal law (such as FERPA- 20 U.S.C.§1232g, 34 CFR Part 99) and N.J. Sanitation Code. Under the direction of the School Physician, the following services are provided to students:

A. Health Records (N.JA.C. 8:57-4.1 through 4.20)	
1. Maintain and review student health documents	(N.J.A.C. 6A:16-2.2 (g))
a) State of New Jersey Health History and Appraisal record i.e., A-45 cards	
b) Immunization record	(N.J.A. C.6A:16-2.2 (a))
c) Medical history	
d) Conduct and record health screenings (i.e., height, weight, hearing, vision, scoliosis and blood pressure as per current NJ statues)	(N.J.A.C. 6A:16-2.2 (k))
e) Physical examinations for:	
(1) Athletic Pre-Participation Physical Examination Form Part A & B as part of student's health record (a) Distribution of educational fact sheet annually to parents or guardians of students of **Sports-Related Eye Injuries**	(N.J.S.A. 18A: 40-41.9 and N.J.A.C. 6A:16-2.2 (h)1)
(2) New or transfer student	(N.J.A.C. 6A:16-2.2 (h) 2)
(3) Working Papers health exam	(N.J.A.C. 6A:16-2.2 (h) 3)
(4) Comprehensive child study team evaluation	(N.J.A.C. 6A:16-2.2 (h) 4)
(5) Evaluation of student suspected of being under the influence of alcohol or a controlled dangerous substance	(N.J.A.C. 6A:16-2.2 (h) 5)

f) Transference and request of health records i.e. A-45 and current physical exam	(N.J.A.C. 6A:16-2.4 (d))
g) Adherence to Family Education Rights and Privacy Act	(FERPA- 20 U.S.C.§1232g, 34 CFR Part 99, N.J.A.C. 6A:16-2.4 (c)
2. Determine student status for admission or retention with unacceptable evidence of immunizations	(N.J.A.C. 6A:16-2.2(b)
3. Conduct tuberculosis testing as directed by the NJ DHSS	(N.J.S.A. 18A:40-16 & N.J.A.C. 6A:16-2.2 (c))
B. Medications, health care treatments, procedures and care:	(N.J.A.C. 6A:16-2.1 (a) 2)
1. Administer authorized medications, health care treatments and care	(N.J.A.C. 6A:16-2.1 (a) 2)
2. Approval of self administered medications	(N.J.S.A.18A:40-12.3 & 12.4 & N.J.A.C. 6A:16-2.1 (a) 2v)
3. Designate and train annually epinephrine and glucagon auto injector delegates	(N.J.A.C. 6A:16-2.1(a) 2 vi N..J.S.A. 18A:40-12.5; 12.6 & 12.14)
4. Permit the school nurse or trained designee to administer epinephrine via a pre-filled auto-injector mechanism **to any student without a known history of anaphylaxis when the nurse or trained designee in good faith believes the student is having an anaphylactic reaction <u>or</u> any student whose parent has <u>not;</u>** a) Provided written authorization for the administration of epinephrine; b) Provided written orders from the physician or advanced practice nurse that the student requires epinephrine for anaphylaxis; c) Received written notice from the board of education (BOE) or nonpublic school chief school administrator that the agencies and their employees or agents have no liability as a result of an injury arising from the administration of epinephrine; and d) Signed a statement releasing the BOE or nonpublic school of liability.	(N.J.S.A. 18A:40-12.5a-d and N.J.S.A. 18A:40-12.6)
C. Review and create IHP/IEHP for Do Not Resuscitate (DNR) orders	(N.J.A.C. 6A:16-2.1 (a) 3)
D. Provide Health Care	(N.J.A.C. 6A:16-2.1 (a) 4)
1. Provide nursing health care and execute medical regimens to students as per: NJ Nurse Practice Act, District Collaborative Standing Orders, IHP, IEHP and Medical Home Practitioner's orders.	(N.J.A.C. 6A:16-2.1 (a)10 (N.J.S.A. 45:11-23)- New Jersey Board of Nursing Statutes
2. Isolate, exclude and re-admit any student or employee with a communicable disease	(N.J.A.C. 6A:16-1.4 (a))
3. Report "Reportable Communicable Disease" to County health officer	(N.J.A.C. 8:57-1 & N.J.A.C. 6A:16-2.2 (d))
4. Arrange for transportation and supervision of students in need of emergency health care	(N.J.A.C. 6A:16-2.1 (a) 4(iv)

5. Notify parents of need for emergency care	(N.J.A.C. 6A:16-2.1 (a) 4 (v)
6. Administer emergency medications i.e., anaphylaxis (epinephrine) or asthma medications etc.	(N.J.A.C. 6A:16-2.1 (a) 4)
7. Write and update annually student individualized health care plans (IHP's) and individualized emergency health care plan (IEHP's) for student's medical needs and instruction of staff.	(N.J.A.C.6A:16-2.1(a)10(i) and (N.J.A.C. 6A:16-2.3 (b) 3(xii))
8. Establish, annually review and implement Standards of Care/Collaborative Standing Orders with the School physician for deliverance of daily and emergency health care	(N.J.A.C. 6A:16-2.3 (a) 3(vi) and N.J.A.C 6:A:16-2.3(b) 3(i))
E. Administer asthma related care	(N.J.A.C. 6A:16-2.1 (a) 5)
1. Obtain training for administration of medication via nebulizer	(N.J.S.A.18A:40-12.8 (a) & (N.J.A.C. 6A:16-2.1(a) 5 ii)
2. Maintain one nebulizer per school	(N.J.A.C. 6A:16-2.2 (e))
3. Require Students to have a current " Asthma Action Plan	(N.J.A.C. 6A:16-2.1 (a) 5 (iii))
F. Health history and examinations	(N.J.S.A. 18A:40-4, N.J.S.A. 18A:35-4.8, N.J.A.C. 6A:16-2.2 and N.J.A.C. 6A:16-2.1 (a) 6)
1. Provide health examination for student's without medical homes	(N.J.A.C. 6A:16-2.2 (f) 6)
G. Establish and maintain procedures for universal precautions	(N.J.A.C.6A:16-2.1 (a) 7)
H. Provide nursing services to nonpublic school located in district	(N.J.A.C. 6A:16-2.1 (a) 8)
I. Instruct students/ teachers/staff:	(N.J.A.C. 6A:9-13.3, N.J.S.A. 18A:40-3; and N.J.A.C. 6A:16-2.3 (b)3. xv
1. communicable diseases, blood borne pathogens	
2. Asthma management	
3. Anaphylaxis and symptoms of hyperglycemia and hypoglycemia	
4. classroom health curriculum (not CSN with a "Non-Instructional" certificate)	
5. other health concerns	
J. Provide information for:	
1. NJ Family Care program	(N.J.A.C. 6A:16-2.2 (i))
K. Implementation of the Nurse Practice Act by…….	
L. Certified School Nurse Functions as Certified School Nurse (CSN) and Registered Nurse	N.J.S.A. 45:11-23.- New Jersey Board of Nursing Statutes
1. Nursing Diagnosis /Case-finding of actual or potential physical health problems	
2. Provision of nursing care for actual or potential emotional health problems	
3. Health teaching in health office	

4. Health teaching in classroom	
5. Health counseling	

II. Summary of Nursing Services Required to Address Specific Health Care Needs of Individual Students (N.J.A.C. 6A:16-2.3 (b)3)

Services Required to Address Specific Health Care Needs of Individual Students with acute care needs, chronic illness, special health needs, procedures and administration of medications, procedures or treatments.			Memorial School	SBJC					
First-Aid, splinting, Ace-wrap etc.			273	17					
Health Screenings Ht., Wt., & BP yearly			273	17					
Visual Acuity screening K,2,4,6,8,10			129	8					
Auditory screening K,1,2,3,7,11			141	12					
Scoliosis screening biennially age 10-18			50	0					
Diabetic Glucose testing, insulin pump management			2	0					
Medication Administration- daily			0	1					
Medication Administration - PRN			18	0					
Nebulizer/inhalers/peak flow measurements			8	0					
Referral for vision evaluations			2	0					
Provision of nursing care for actual or potential emotional health problems			2	0					
Health teaching in health office			273	0					

III. Emergency Management (N.J.A.C. 6A:16-2.1 (a) 4

A. Acute Care Management Plan:

1. Creation and maintenance of an Emergency Management Kit ("Go-box", crash cart, etc.) for utilization in Crisis, Emergency Evacuations, or and Shelter-In-Place situations
2. Cardiac or Respiratory Distress Action Plan
    a) AEDs (Automatic External Defibrillators) deployment and delegates trained (reference Janet's Law Requirement)
    b) CPR trained school nurse
    c) Asthma Nebulizer trained nurses
    d) Universal Precautions trained staff
    e) CPR trained coaches/athletic trainers/teachers/staff

B. IEHP's/Chronic Care Management Plans:

1. Epinephrine Auto-Injector/ Anaphylaxis Action Plan
2. Asthma Action Plan
3. Diabetic Action Plan
4. Lock-Down Health Care Action Plan
5. Shelter-In –Place Health Care Action Plan

C. District Crisis Management Plan:

1. Triage Action Plans in District Crisis Management Plan

D. Community Rescue Squad and Emergency Paramedic Services

Community Rescue and Emergency Paramedic Services is provided by the Moonachie Volunteer Ambulance Corps. and is also communicated to the central dispatch for our area hospitals/trauma centers by way of paramedic notification if needed. Paramedics are supplied by all area hospitals; Hackensack University Medical Center, Holy Name Hospital, Englewood Hospital and The Valley Hospital.

IV. Detailed Nursing Assignments Sufficient to Provide Health Services (N.J.A.C. 6A 16-2.3 (b)

	Schools →	Memorial School	SBJC							
	Grade levels	Pk-8	K-5							
	Enrollment number as of Oct. 1st.	273	17							
Number of students receiving:										
	Special Services/ IEPs	41	17							
	504s	3								
	I&Rs									
	IHPs	0								
	IEHPs	0								
Nursing Assignments- number of:										
N.J.A.C. 6A:9-13.3	Certified School Nurse- CSN	0								
	Registered Nurse- not CSN	1								
	Licensed Practice Nurse- LPN	0								
N.J.A.C. 6 A:9-13.3 (b)	CPR Certified	1								
N.J.A.C. 6A:9-13.3 (b)	AED Certified	1								
N.J.A.C. 6A:16-2.1(a)5iii	Asthma Nebulizer trained	1								
Unlicensed Assistive Personnel Assignments		0								
	Nursing Assistants	0								
	Health Aides	1								

V. Nursing Services and Additional Medical Services provided to Non-Public Schools

Non-public nursing services (N.J.A.C. 6A:16-2.1(a)8)

1. Non-public nursing services are not provided in South Hackensack as there are no non-public schools in the town boundaries or services are provided by the school physician to the following schools located in district...

Nursing Services Plan Reviewed By:

School Physician Name	Signature	Date
Head Nurse Name	Signature	Date
CSA Name	Signature	Date

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 10 GENERAL CURRENT EXPENSE

Assets and Resources

	Assets:		
101	Cash in bank		$1,623,008.38
102 - 106	Cash Equivalents		$250.00
111	Investments		$0.00
116	Capital Reserve Account		$0.00
117	Maintenance Reserve Account		$0.00
118	Emergency Reserve Account		$0.00
121	Tax levy Receivable		$5,775,211.31
	Accounts Receivable:		
132	Interfund	$0.00	
141	Intergovernmental - State	$337,954.57	
142	Intergovernmental - Federal	$0.00	
143	Intergovernmental - Other	$0.00	
153, 154	Other (net of estimated uncollectable of $________)	$0.00	$337,954.57
	Loans Receivable:		
131	Interfund	$0.00	
151, 152	Other (Net of estimated uncollectable of $________)	$0.00	$0.00
	Other Current Assets		$0.00
	Resources:		
301	Estimated revenues	$7,588,660.00	
302	Less revenues	($7,342,267.00)	$246,393.00
	Total assets and resources		**$7,982,817.26**

Liabilities and Fund Equity

	Liabilities:	
411	Intergovernmental accounts payable - state	$12,664.29
421	Accounts payable	$471.80
431	Contracts payable	$0.00
451	Loans payable	$0.00
481	Deferred revenues	$0.00
	Other current liabilities	$444,775.00
	Total liabilities	**$457,911.09**

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 10 GENERAL CURRENT EXPENSE

	Fund Balance:				
	Appropriated:				
753,754	Reserve for encumbrances			$3,960,145.83	
761	Capital reserve account - July		$50,000.00		
604	Add: Increase in capital reserve		$0.00		
307	Less: Bud. w/d cap. reserve eligible costs		$0.00		
309	Less: Bud. w/d cap. reserve excess costs		$0.00	$50,000.00	
764	Maintenance reserve account - July		$0.00		
606	Add: Increase in maintenance reserve		$0.00		
310	Less: Bud. w/d from maintenance reserve		$0.00	$0.00	
768	Waiver offset reserve - July 1, 2_____		$0.00		
609	Add: Increase in waiver offset reserve		$0.00		
314	Less: Bud. w/d from waiver offset reserve		$0.00	$0.00	
762	Adult education programs			$265,453.00	
750-752,76x	Other reserves			$0.00	
601	Appropriations		$7,896,429.00		
602	Less: Expenditures	($640,329.24)			
	Less: Encumbrances	($3,959,041.83)	($4,599,371.07)	$3,297,057.93	
	Total appropriated			$7,572,656.76	
	Unappropriated:				
770	Fund balance, July 1			$260,018.41	
771	Designated fund balance			$0.00	
303	Budgeted fund balance			($307,769.00)	
	Total fund balance				$7,524,906.17
	Total liabilities and fund equity				$7,982,817.26

Recapitulation of Budgeted Fund Balance:

	Budgeted	Actual	Variance
Appropriations	$7,896,429.00	$4,599,371.07	$3,297,057.93
Revenues	($7,588,660.00)	($7,342,267.00)	($246,393.00)
Subtotal	$307,769.00	($2,742,895.93)	$3,050,664.93
Change in capital reserve account:			
Plus - Increase in reserve	$0.00	($50,000.00)	$50,000.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$307,769.00	($2,792,895.93)	$3,100,664.93
Change in waiver offset reserve account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$307,769.00	($2,792,895.93)	$3,100,664.93
Less: Adjustment for prior year	$0.00	$0.00	$0.00
Budgeted fund balance	$307,769.00	($2,792,895.93)	$3,100,664.93

Prepared and submitted by : Elizabeth Schaefer 10/14/16
Board Secretary Date

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 10 GENERAL CURRENT EXPENSE

Revenues:

		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	7,274,578	0	7,274,578	7,094,185	Under	180,393
00520	SUBTOTAL – Revenues from State Sources	314,082	0	314,082	248,082	Under	66,000
	Total	7,588,660	0	7,588,660	7,342,267		246,393

Expenditures:

		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	1,574,840	0	1,574,840	106,788	1,436,729	31,324
10300	Total Special Education - Instruction	272,157	0	272,157	0	272,157	0
11160	Total Basic Skills/Remedial – Instruct.	93,189	0	93,189	4,330	88,859	0
12160	Total Bilingual Education – Instruction	96,948	0	96,948	4,330	92,268	350
17100	Total School-Sponsored Co/Extra Curricul	70,365	180	70,545	3,452	30,934	36,159
20620	Total Summer School	14,000	0	14,000	13,724	276	0
27100	Total Community Services Programs/Operat	17,001	0	17,001	225	8,086	8,690
29180	Total Undistributed Expenditures - Instr	2,763,113	0	2,763,113	56,658	217,046	2,489,409
29680	Total Undistributed Expenditures – Atten	4,820	0	4,820	803	4,017	0
30620	Total Undistributed Expenditures – Healt	76,459	0	76,459	948	62,519	12,992
40580	Total Undistributed Expend – Speech, OT,	90,500	0	90,500	1,974	29,000	59,526
41080	Total Undist. Expend. – Other Supp. Serv	108,000	0	108,000	0	108,000	0
42200	Total Undist. Expend. – Child Study Team	312,042	0	312,042	559	0	311,483
43200	Total Undist. Expend. – Improvement of I	101,041	0	101,041	16,588	84,453	0
43620	Total Undist. Expend. – Edu. Media Serv.	1,000	0	1,000	66	49	885
44180	Total Undist. Expend. – Instructional St	2,500	0	2,500	1,492	918	90
45300	Support Serv. - General Admin	153,694	0	153,694	25,477	95,808	32,409
46160	Support Serv. - School Admin	62,310	0	62,310	10,081	50,407	1,821
47200	Total Undist. Expend. – Central Services	67,695	924	68,619	17,648	49,201	1,770
51120	Total Undist. Expend. – Oper. & Maint. O	607,570	0	607,570	120,969	346,654	139,947
52480	Total Undist. Expend. – Student Transpor	357,110	0	357,110	30,600	299,026	27,484
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	1,017,115	0	1,017,115	221,818	674,279	121,019
72020	Total Undistributed Expenditures – Food	12,900	0	12,900	1,799	8,358	2,743
76260	Total Facilities Acquisition and Constru	18,956	0	18,956	0	0	18,956
	Total	7,895,325	1,104	7,896,429	640,329	3,959,042	3,297,058

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 10 GENERAL CURRENT EXPENSE

Revenues:

			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00100	10-1210	Local Tax Levy	7,081,352	0	7,081,352	7,081,352		0
00140	10-1310	Tuition from Individuals	4,800	0	4,800	0	Under	4,800
00300	10-1___	Unrestricted Miscellaneous Revenues	188,426	0	188,426	12,833	Under	175,593
00420	10-3121	Categorical Transportation Aid	14,912	0	14,912	0	Under	14,912
00430	10-3131	Extraordinary Aid	66,000	0	66,000	0	Under	66,000
00440	10-3132	Categorical Special Education Aid	200,681	0	200,681	0	Under	200,681
00470	10-3177	Categorical Security Aid	22,406	0	22,406	22,406		0
00500	10-3___	Other State Aids	10,083	0	10,083	225,676		(215,593)
		Total	7,588,660	0	7,588,660	7,342,267		246,393

Expenditures:

			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
02000	11-105-100-101	Preschool – Salaries of Teachers	88,132	(522)	87,610	0	87,275	335
02080	11-110-___-101	Kindergarten – Salaries of Teachers	145,267	55,091	200,358	0	200,358	0
02100	11-120-___-101	Grades 1-5 – Salaries of Teachers	639,260	(13,616)	625,644	0	625,644	0
02120	11-130-___-101	Grades 6-8 – Salaries of Teachers	434,885	(40,953)	393,932	0	393,932	0
03000	11-190-1__-106	Other Salaries for Instruction	31,000	0	31,000	0	30,000	1,000
03020	11-190-1__-320	Purchased Professional – Educational Ser	113,746	0	113,746	56,873	56,873	0
03040	11-190-1__-340	Purchased Technical Services	20,000	0	20,000	11,169	3,884	4,946
03060	11-190-1__-[4-5]	Other Purchased Services (400-500 series	28,050	0	28,050	26,571	0	1,479
03080	11-190-1__-610	General Supplies	65,000	0	65,000	11,148	38,762	15,089
03100	11-190-1__-640	Textbooks	5,000	0	5,000	456	0	4,544
03120	11-190-1__-8__	Other Objects	4,500	0	4,500	570	0	3,930
07000	11-213-100-101	Salaries of Teachers	272,157	0	272,157	0	272,157	0
11000	11-230-100-101	Salaries of Teachers	93,189	0	93,189	4,330	88,859	0
12000	11-240-100-101	Salaries of Teachers	96,598	0	96,598	4,330	92,268	0
12100	11-240-100-610	General Supplies	350	0	350	0	0	350
17000	11-401-100-1__	Salaries	28,865	0	28,865	0	28,865	0
17020	11-401-100-[3-5]	Purchased Services (300-500 series)	28,500	0	28,500	0	0	28,500
17040	11-401-100-6__	Supplies and Materials	10,000	180	10,180	452	2,069	7,659
17080	11-401-100-930	Transfers to Cover Deficit (Agency Funds	3,000	0	3,000	3,000	0	0
20000	11-422-100-101	Salaries of Teachers	14,000	0	14,000	13,724	276	0
27000	11-800-330-1__	Salaries	17,001	0	17,001	225	8,086	8,690
29000	11-000-100-561	Tuition to Other LEAs within the State -	1,345,071	0	1,345,071	0	0	1,345,071
29020	11-000-100-562	Tuition to Other LEAs within the State -	967,520	0	967,520	27,810	119,684	820,026
29040	11-000-100-563	Tuition to County Voc. School District-R	14,976	0	14,976	0	0	14,976
29080	11-000-100-565	Tuition to CSSD & Regular Day Schools	234,205	0	234,205	6,720	22,680	204,805
29100	11-000-100-566	Tuition to Priv. School for the Disabled	161,025	0	161,025	22,128	74,682	64,215
29160	11-000-100-569	Tuition – Other	40,316	0	40,316	0	0	40,316
29500	11-000-211-1__	Salaries	4,820	0	4,820	803	4,017	0
30500	11-000-213-1__	Salaries	60,609	0	60,609	0	60,350	259
30540	11-000-213-3__	Purchased Professional and Technical Ser	10,000	0	10,000	810	1,600	7,590
30560	11-000-213-[4-5]	Other Purchased Services (400-500 series	100	0	100	85	0	15

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 10 GENERAL CURRENT EXPENSE

Expenditures:

			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
30580	11-000-213-6__	Supplies and Materials	5,750	0	5,750	53	569	5,128
40520	11-000-216-320	Purchased Professional – Educational Ser	90,000	0	90,000	1,760	29,000	59,240
40540	11-000-216-6__	Supplies and Materials	500	0	500	214	0	286
41000	11-000-217-1__	Salaries	108,000	0	108,000	0	108,000	0
42060	11-000-219-320	Purchased Professional – Educational Ser	309,042	0	309,042	0	0	309,042
42160	11-000-219-6__	Supplies and Materials	3,000	0	3,000	559	0	2,441
43040	11-000-221-105	Salaries of Secretarial & Clerical Assis	101,041	0	101,041	16,588	84,453	0
43580	11-000-222-6__	Supplies and Materials	1,000	0	1,000	66	49	885
44080	11-000-223-320	Purchased Professional – Educational Ser	2,500	0	2,500	1,492	918	90
45000	11-000-230-1__	Salaries	100,412	0	100,412	13,390	87,022	0
45040	11-000-230-331	Legal Services	2,193	0	2,193	245	1,948	0
45060	11-000-230-332	Audit Fees	26,859	0	26,859	0	0	26,859
45100	11-000-230-339	Other Purchased Professional Services	3,990	50	4,040	4,040	0	0
45140	11-000-230-530	Communications/Telephone	9,000	(380)	8,620	(821)	5,173	4,268
45180	11-000-230-590	Misc Purch Services (400-500 series, O/T	3,000	330	3,330	3,205	125	0
45200	11-000-230-610	General Supplies	500	0	500	0	0	500
45260	11-000-230-890	Miscellaneous Expenditures	3,240	0	3,240	1,469	1,540	231
45280	11-000-230-895	BOE Membership Dues and Fees	4,500	0	4,500	3,949	0	551
46000	11-000-240-103	Salaries of Principals/Assistant Princip	53,560	0	53,560	8,927	44,633	0
46100	11-000-240-[4-5]	Other Purchased Services (400-500 series	7,750	0	7,750	1,155	5,774	821
46120	11-000-240-6__	Supplies and Materials	1,000	0	1,000	0	0	1,000
47000	11-000-251-1__	Salaries	55,796	0	55,796	9,319	46,477	0
47020	11-000-251-330	Purchased Professional Services	750	924	1,674	0	924	750
47040	11-000-251-340	Purchased Technical Services	6,799	1,641	8,440	6,640	1,800	0
47060	11-000-251-592	Misc. Purch. Services (400-500 Series, O	2,800	(1,257)	1,543	1,543	0	0
47100	11-000-251-6__	Supplies and Materials	800	0	800	26	0	774
47180	11-000-251-890	Other Objects	750	(384)	366	120	0	246
48520	11-000-261-420	Cleaning, Repair, and Maintenance Servic	54,000	0	54,000	8,888	9,053	36,058
48540	11-000-261-610	General Supplies	500	0	500	0	0	500
49000	11-000-262-1__	Salaries	314,967	10,027	324,994	65,168	259,826	0
49040	11-000-262-3__	Purchased Professional and Technical Ser	5,000	0	5,000	1,600	0	3,400
49060	11-000-262-420	Cleaning, Repair, and Maintenance Svc.	15,000	0	15,000	5,517	3,770	5,714
49120	11-000-262-490	Other Purchased Property Services	11,500	0	11,500	3,127	8,373	0
49140	11-000-262-520	Insurance	36,603	0	36,603	16,472	15,462	4,669
49160	11-000-262-590	Miscellaneous Purchased Services	7,000	0	7,000	1,292	5,050	658
49180	11-000-262-610	General Supplies	13,000	1,025	14,025	13,303	722	0
49220	11-000-262-622	Energy (Electricity)	150,000	(11,052)	138,948	5,603	44,397	88,948
52200	11-000-270-503	Contract Serv.–Aid in Lieu Pymts–Non-Pub	7,072	0	7,072	0	0	7,072
52260	11-000-270-511	Contract Services (Bet. Home & Sch) -Ven	57,454	0	57,454	0	57,454	0
52280	11-000-270-512	Contr Serv (Oth. Than Bet Home & Sch) -	21,012	0	21,012	600	0	20,412
52360	11-000-270-517	Contract Serv. (Reg. Students) – ESCs &	24,484	0	24,484	0	24,484	0

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 10 GENERAL CURRENT EXPENSE

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
52380	11-000-270-518	Contract Serv. (Spl. Ed. Students) – ESC	247,088	0	247,088	30,000	217,088	0
71020	11-000-291-220	Social Security Contributions	68,000	0	68,000	11,787	51,213	5,000
71060	11-000-291-241	Other Retirement Contributions - PERS	84,551	0	84,551	0	0	84,551
71160	11-000-291-260	Workmen's Compensation	36,157	0	36,157	25,399	0	10,758
71180	11-000-291-270	Health Benefits	758,074	0	758,074	146,512	603,066	8,496
71200	11-000-291-280	Tuition Reimbursement	12,000	0	12,000	0	0	12,000
71220	11-000-291-290	Other Employee Benefits	58,333	0	58,333	38,119	20,000	214
72000	11-000-310-930	Transfers to Cover Deficit (Enterprise F	12,900	0	12,900	1,799	8,358	2,743
76100	12-000-400-600	Supplies and Materials	18,956	0	18,956	0	0	18,956
		Total	7,895,325	1,104	7,896,429	640,329	3,959,042	3,297,058

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 20 SPECIAL REVENUE FUNDS

Assets and Resources

	Assets:		
101	Cash in bank		$2,118.01
102 - 106	Cash Equivalents		$0.00
111	Investments		$0.00
116	Capital Reserve Account		$0.00
117	Maintenance Reserve Account		$0.00
118	Emergency Reserve Account		$0.00
121	Tax levy Receivable		$0.00
	Accounts Receivable:		
132	Interfund	$0.00	
141	Intergovernmental - State	$0.00	
142	Intergovernmental - Federal	$0.00	
143	Intergovernmental - Other	$0.00	
153, 154	Other (net of estimated uncollectable of $________)	$0.00	$0.00
	Loans Receivable:		
131	Interfund	$0.00	
151, 152	Other (Net of estimated uncollectable of $________)	$0.00	$0.00
	Other Current Assets		$0.00
	Resources:		
301	Estimated revenues	$136,207.00	
302	Less revenues	$0.00	$136,207.00
	Total assets and resources		**$138,325.01**

Liabilities and Fund Equity

	Liabilities:	
411	Intergovernmental accounts payable - state	$0.00
421	Accounts payable	$0.00
431	Contracts payable	$0.00
451	Loans payable	$0.00
481	Deferred revenues	$2,118.01
	Other current liabilities	$0.00
	Total liabilities	**$2,118.01**

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 20 SPECIAL REVENUE FUNDS

	Fund Balance:				
	Appropriated:				
753,754	Reserve for encumbrances			$52,685.00	
761	Capital reserve account - July		$0.00		
604	Add: Increase in capital reserve		$0.00		
307	Less: Bud. w/d cap. reserve eligible costs		$0.00		
309	Less: Bud. w/d cap. reserve excess costs		$0.00	$0.00	
764	Maintenance reserve account - July		$0.00		
606	Add: Increase in maintenance reserve		$0.00		
310	Less: Bud. w/d from maintenance reserve		$0.00	$0.00	
768	Waiver offset reserve - July 1, 2_____		$0.00		
609	Add: Increase in waiver offset reserve		$0.00		
314	Less: Bud. w/d from waiver offset reserve		$0.00	$0.00	
762	Adult education programs			$0.00	
750-752,76x	Other reserves			$0.00	
601	Appropriations		$130,091.00		
602	Less: Expenditures	$0.00			
	Less: Encumbrances	($52,685.00)	($52,685.00)	$77,406.00	
	Total appropriated			$130,091.00	
	Unappropriated:				
770	Fund balance, July 1			$0.00	
771	Designated fund balance			$0.00	
303	Budgeted fund balance			$6,116.00	
	Total fund balance				$136,207.00
	Total liabilities and fund equity				$138,325.01

Recapitulation of Budgeted Fund Balance:

	Budgeted	Actual	Variance
Appropriations	$130,091.00	$52,685.00	$77,406.00
Revenues	($136,207.00)	$0.00	($136,207.00)
Subtotal	($6,116.00)	$52,685.00	($58,801.00)
Change in capital reserve account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	($6,116.00)	$52,685.00	($58,801.00)
Change in waiver offset reserve account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	($6,116.00)	$52,685.00	($58,801.00)
Less: Adjustment for prior year	$0.00	$0.00	$0.00
Budgeted fund balance	($6,116.00)	$52,685.00	($58,801.00)

Prepared and submitted by : Elizabeth Schaefer 10/14/16

Board Secretary Date

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00830	Total Revenues from Federal Sources		136,207	0	136,207	0	Under	136,207
		Total	136,207	0	136,207	0		136,207

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
88740	Total Federal Projects		136,207	(6,116)	130,091	0	52,685	77,406
		Total	136,207	(6,116)	130,091	0	52,685	77,406

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:

		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00775	20-441[1-6] Title I	61,559	0	61,559	0	Under	61,559
00780	20-445[1-5] Title II	8,332	0	8,332	0	Under	8,332
00805	20-442[0-9] I.D.E.A. Part B (Handicapped)	66,316	0	66,316	0	Under	66,316
	Total	136,207	0	136,207	0		136,207

Expenditures:

		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
88500	20-___-___-___ Title I	61,559	(2,736)	58,823	0	47,130	11,693
88520	20-___-___-___ Title II	8,332	(821)	7,511	0	5,555	1,956
88620	20-___-___-___ I.D.E.A. Part B (Handicapped)	66,316	(2,559)	63,757	0	0	63,757
	Total	136,207	(6,116)	130,091	0	52,685	77,406

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 30 CAPITAL PROJECTS FUNDS

Assets and Resources

	Assets:		
101	Cash in bank		$0.00
102 - 106	Cash Equivalents		$0.00
111	Investments		$0.00
116	Capital Reserve Account		$0.00
117	Maintenance Reserve Account		$0.00
118	Emergency Reserve Account		$0.00
121	Tax levy Receivable		$0.00
	Accounts Receivable:		
132	Interfund	$0.00	
141	Intergovernmental - State	$0.00	
142	Intergovernmental - Federal	$0.00	
143	Intergovernmental - Other	$0.00	
153, 154	Other (net of estimated uncollectable of $_________)	$0.00	$0.00
	Loans Receivable:		
131	Interfund	$0.00	
151, 152	Other (Net of estimated uncollectable of $_________)	$0.00	$0.00
	Other Current Assets		$0.00
	Resources:		
301	Estimated revenues	$0.00	
302	Less revenues	$0.00	$0.00
	Total assets and resources		**$0.00**

Liabilities and Fund Equity

	Liabilities:	
411	Intergovernmental accounts payable - state	$0.00
421	Accounts payable	$0.00
431	Contracts payable	$0.00
451	Loans payable	$0.00
481	Deferred revenues	$0.00
	Other current liabilities	$0.00
	Total liabilities	**$0.00**

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 30 CAPITAL PROJECTS FUNDS

	Fund Balance:				
	Appropriated:				
753,754	Reserve for encumbrances			$0.00	
761	Capital reserve account - July		$0.00		
604	Add: Increase in capital reserve		$0.00		
307	Less: Bud. w/d cap. reserve eligible costs		$0.00		
309	Less: Bud. w/d cap. reserve excess costs		$0.00	$0.00	
764	Maintenance reserve account - July		$0.00		
606	Add: Increase in maintenance reserve		$0.00		
310	Less: Bud. w/d from maintenance reserve		$0.00	$0.00	
768	Waiver offset reserve - July 1, 2_____		$0.00		
609	Add: Increase in waiver offset reserve		$0.00		
314	Less: Bud. w/d from waiver offset reserve		$0.00	$0.00	
762	Adult education programs			$0.00	
750-752,76x	Other reserves			$0.00	
601	Appropriations		$0.00		
602	Less: Expenditures	$0.00			
	Less: Encumbrances	$0.00	$0.00	$0.00	
	Total appropriated			$0.00	
	Unappropriated:				
770	Fund balance, July 1			$0.00	
771	Designated fund balance			$0.00	
303	Budgeted fund balance			$0.00	
	Total fund balance				**$0.00**
	Total liabilities and fund equity				**$0.00**

Recapitulation of Budgeted Fund Balance:

	Budgeted	Actual	Variance
Appropriations	$0.00	$0.00	$0.00
Revenues	$0.00	$0.00	$0.00
Subtotal	$0.00	$0.00	$0.00
Change in capital reserve account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.00	$0.00	$0.00
Change in waiver offset reserve account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.00	$0.00	$0.00
Less: Adjustment for prior year	$0.00	$0.00	$0.00
Budgeted fund balance	$0.00	$0.00	$0.00

Prepared and submitted by : Elizabeth Schaefer 10/14/16

Board Secretary Date

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 40 DEBT SERVICE FUNDS

Assets and Resources

	Assets:		
101	Cash in bank		($84,610.00)
102 - 106	Cash Equivalents		$0.00
111	Investments		$0.00
116	Capital Reserve Account		$0.00
117	Maintenance Reserve Account		$0.00
118	Emergency Reserve Account		$0.00
121	Tax levy Receivable		$754,220.00
	Accounts Receivable:		
132	Interfund	$0.00	
141	Intergovernmental - State	$0.00	
142	Intergovernmental - Federal	$0.00	
143	Intergovernmental - Other	$0.00	
153, 154	Other (net of estimated uncollectable of $________)	$0.00	$0.00
	Loans Receivable:		
131	Interfund	$0.00	
151, 152	Other (Net of estimated uncollectable of $________)	$0.00	$0.00
	Other Current Assets		$0.00
	Resources:		
301	Estimated revenues	$754,220.00	
302	Less revenues	($754,220.00)	$0.00
	Total assets and resources		**$669,610.00**

Liabilities and Fund Equity

	Liabilities:	
101	Cash in bank	($84,610.00)
411	Intergovernmental accounts payable - state	$0.00
421	Accounts payable	$0.00
431	Contracts payable	$0.00
451	Loans payable	$0.00
481	Deferred revenues	$0.00
	Other current liabilities	$0.00
	Total liabilities	**$0.00**

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 40 DEBT SERVICE FUNDS

	Fund Balance:				
	Appropriated:				
753,754	Reserve for encumbrances			$0.00	
761	Capital reserve account - July		$0.00		
604	Add: Increase in capital reserve		$0.00		
307	Less: Bud. w/d cap. reserve eligible costs		$0.00		
309	Less: Bud. w/d cap. reserve excess costs		$0.00	$0.00	
764	Maintenance reserve account - July		$0.00		
606	Add: Increase in maintenance reserve		$0.00		
310	Less: Bud. w/d from maintenance reserve		$0.00	$0.00	
768	Waiver offset reserve - July 1, 2_____		$0.00		
609	Add: Increase in waiver offset reserve		$0.00		
314	Less: Bud. w/d from waiver offset reserve		$0.00	$0.00	
762	Adult education programs			$0.00	
750-752,76x	Other reserves			$0.00	
601	Appropriations		$754,220.00		
602	Less: Expenditures	($84,610.00)			
	Less: Encumbrances	$0.00	($84,610.00)	$669,610.00	
	Total appropriated			$669,610.00	
	Unappropriated:				
770	Fund balance, July 1			$0.00	
771	Designated fund balance			$0.00	
303	Budgeted fund balance			$0.00	
	Total fund balance				**$669,610.00**
	Total liabilities and fund equity				**$669,610.00**

Recapitulation of Budgeted Fund Balance:

	Budgeted	Actual	Variance
Appropriations	$754,220.00	$84,610.00	$669,610.00
Revenues	($754,220.00)	($754,220.00)	$0.00
Subtotal	$0.00	($669,610.00)	$669,610.00
Change in capital reserve account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.00	($669,610.00)	$669,610.00
Change in waiver offset reserve account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.00	($669,610.00)	$669,610.00
Less: Adjustment for prior year	$0.00	$0.00	$0.00
Budgeted fund balance	$0.00	($669,610.00)	$669,610.00

Prepared and submitted by : Elizabeth Schaefer 10/14/16

Board Secretary Date

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 40 DEBT SERVICE FUNDS

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
0093A	Other		754,220	0	754,220	754,220		0
		Total	754,220	0	754,220	754,220		

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89660	Total Regular Debt Service		754,220	0	754,220	84,610	0	669,610
		Total	754,220	0	754,220	84,610	0	669,610

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 40 DEBT SERVICE FUNDS

Revenues:

		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00890 40-3160 Debt Service Aid Type II		754,220	0	754,220	754,220		0
	Total	754,220	0	754,220	754,220		0

Expenditures:

		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89600 40-701-510-834 Interest on Bonds		754,220	0	754,220	84,610	0	669,610
	Total	754,220	0	754,220	84,610	0	669,610

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 50 FUND 50

Assets and Resources

	Assets:		
101	Cash in bank		$5,171.18
102 - 106	Cash Equivalents		$0.00
111	Investments		$0.00
116	Capital Reserve Account		$0.00
117	Maintenance Reserve Account		$0.00
118	Emergency Reserve Account		$0.00
121	Tax levy Receivable		$0.00
	Accounts Receivable:		
132	Interfund	$0.00	
141	Intergovernmental - State	$0.00	
142	Intergovernmental - Federal	$0.00	
143	Intergovernmental - Other	$0.00	
153, 154	Other (net of estimated uncollectable of $_________)	$0.00	$0.00
	Loans Receivable:		
131	Interfund	$0.00	
151, 152	Other (Net of estimated uncollectable of $_________)	$0.00	$0.00
	Other Current Assets		$1,309.00
	Resources:		
301	Estimated revenues	$0.00	
302	Less revenues	($4,004.55)	($4,004.55)
	Total assets and resources		$2,475.63

Liabilities and Fund Equity

	Liabilities:	
411	Intergovernmental accounts payable - state	$0.00
421	Accounts payable	$0.00
431	Contracts payable	$0.00
451	Loans payable	$0.00
481	Deferred revenues	$0.00
	Other current liabilities	$1,309.00
	Total liabilities	$1,309.00

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 50 FUND 50

	Fund Balance:				
	Appropriated:				
753,754	Reserve for encumbrances			($2,729.34)	
761	Capital reserve account - July		$0.00		
604	Add: Increase in capital reserve		$0.00		
307	Less: Bud. w/d cap. reserve eligible costs		$0.00		
309	Less: Bud. w/d cap. reserve excess costs		$0.00	$0.00	
764	Maintenance reserve account - July		$0.00		
606	Add: Increase in maintenance reserve		$0.00		
310	Less: Bud. w/d from maintenance reserve		$0.00	$0.00	
768	Waiver offset reserve - July 1, 2_____		$0.00		
609	Add: Increase in waiver offset reserve		$0.00		
314	Less: Bud. w/d from waiver offset reserve		$0.00	$0.00	
762	Adult education programs			$0.00	
750-752,76x	Other reserves			$0.00	
601	Appropriations		$0.00		
602	Less: Expenditures	($4,091.39)			
	Less: Encumbrances	$2,729.34	($1,362.05)	($1,362.05)	
	Total appropriated			($4,091.39)	
	Unappropriated:				
770	Fund balance, July 1			$5,258.02	
771	Designated fund balance			$0.00	
303	Budgeted fund balance			$0.00	
	Total fund balance				$1,166.63
	Total liabilities and fund equity				$2,475.63

Recapitulation of Budgeted Fund Balance:

	Budgeted	Actual	Variance
Appropriations	$0.00	$1,362.05	($1,362.05)
Revenues	$0.00	($4,004.55)	$4,004.55
Subtotal	$0.00	($2,642.50)	$2,642.50
Change in capital reserve account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.00	($2,642.50)	$2,642.50
Change in waiver offset reserve account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.00	($2,642.50)	$2,642.50
Less: Adjustment for prior year	$0.00	$0.00	$0.00
Budgeted fund balance	$0.00	($2,642.50)	$2,642.50

Prepared and submitted by : Elizabeth Schaefer 10/14/16

Board Secretary Date

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 50 FUND 50

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)	0	0	0	4,005		(4,005)
Total	0	0	0	4,005		(4,005)

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)	0	0	0	4,091	(2,729)	(1,362)
Total	0	0	0	4,091	(2,729)	(1,362)

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 50 FUND 50

Revenues:

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
99999	0	0	0	4,005		(4,005)
Total	0	0	0	4,005		(4,005)

Expenditures:

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
99999	0	0	0	4,091	(2,729)	(1,362)
Total	0	0	0	4,091	(2,729)	(1,362)

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 60 ENTERPRISE FUND

Assets and Resources

	Assets:		
101	Cash in bank		$0.00
102 - 106	Cash Equivalents		$0.00
111	Investments		$0.00
116	Capital Reserve Account		$0.00
117	Maintenance Reserve Account		$0.00
118	Emergency Reserve Account		$0.00
121	Tax levy Receivable		$0.00
	Accounts Receivable:		
132	Interfund	$0.00	
141	Intergovernmental - State	$0.00	
142	Intergovernmental - Federal	$0.00	
143	Intergovernmental - Other	$0.00	
153, 154	Other (net of estimated uncollectable of $_________)	$0.00	$0.00
	Loans Receivable:		
131	Interfund	$0.00	
151, 152	Other (Net of estimated uncollectable of $_________)	$0.00	$0.00
	Other Current Assets		$0.00
	Resources:		
301	Estimated revenues	$0.00	
302	Less revenues	$0.00	$0.00
	Total assets and resources		**$0.00**

Liabilities and Fund Equity

	Liabilities:	
411	Intergovernmental accounts payable - state	$0.00
421	Accounts payable	$0.00
431	Contracts payable	$0.00
451	Loans payable	$0.00
481	Deferred revenues	$0.00
	Other current liabilities	$0.00
	Total liabilities	**$0.00**

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 60 ENTERPRISE FUND

Fund Balance:

	Appropriated:				
753,754	Reserve for encumbrances			$0.00	
761	Capital reserve account - July		$0.00		
604	Add: Increase in capital reserve		$0.00		
307	Less: Bud. w/d cap. reserve eligible costs		$0.00		
309	Less: Bud. w/d cap. reserve excess costs		$0.00	$0.00	
764	Maintenance reserve account - July		$0.00		
606	Add: Increase in maintenance reserve		$0.00		
310	Less: Bud. w/d from maintenance reserve		$0.00	$0.00	
768	Waiver offset reserve - July 1, 2_____		$0.00		
609	Add: Increase in waiver offset reserve		$0.00		
314	Less: Bud. w/d from waiver offset reserve		$0.00	$0.00	
762	Adult education programs			$0.00	
750-752,76x	Other reserves			$0.00	
601	Appropriations		$0.00		
602	Less: Expenditures	$0.00			
	Less: Encumbrances	$0.00	$0.00	$0.00	
	Total appropriated			$0.00	
	Unappropriated:				
770	Fund balance, July 1			$0.00	
771	Designated fund balance			$0.00	
303	Budgeted fund balance			$0.00	
	Total fund balance				**$0.00**
	Total liabilities and fund equity				**$0.00**

Recapitulation of Budgeted Fund Balance:

	Budgeted	Actual	Variance
Appropriations	$0.00	$0.00	$0.00
Revenues	$0.00	$0.00	$0.00
Subtotal	$0.00	$0.00	$0.00
Change in capital reserve account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.00	$0.00	$0.00
Change in waiver offset reserve account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.00	$0.00	$0.00
Less: Adjustment for prior year	$0.00	$0.00	$0.00
Budgeted fund balance	$0.00	$0.00	$0.00

Prepared and submitted by : Elizabeth Schaefer 10/14/16

Board Secretary Date

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 80 FIXED ASSETS GROUP

Assets and Resources

	Assets:		
101	Cash in bank		$0.00
102 - 106	Cash Equivalents		$0.00
111	Investments		$0.00
116	Capital Reserve Account		$0.00
117	Maintenance Reserve Account		$0.00
118	Emergency Reserve Account		$0.00
121	Tax levy Receivable		$0.00
	Accounts Receivable:		
132	Interfund	$0.00	
141	Intergovernmental - State	$0.00	
142	Intergovernmental - Federal	$0.00	
143	Intergovernmental - Other	$0.00	
153, 154	Other (net of estimated uncollectable of $________)	$0.00	$0.00
	Loans Receivable:		
131	Interfund	$0.00	
151, 152	Other (Net of estimated uncollectable of $________)	$0.00	$0.00
	Other Current Assets		$0.00
	Resources:		
301	Estimated revenues	$0.00	
302	Less revenues	$0.00	$0.00
	Total assets and resources		**$0.00**

Liabilities and Fund Equity

	Liabilities:	
411	Intergovernmental accounts payable - state	$0.00
421	Accounts payable	$0.00
431	Contracts payable	$0.00
451	Loans payable	$0.00
481	Deferred revenues	$0.00
	Other current liabilities	$0.00
	Total liabilities	**$0.00**

Starting date 7/1/2016 Ending date 8/31/2016 Fund: 80 FIXED ASSETS GROUP

Fund Balance:

	Appropriated:				
753,754	Reserve for encumbrances			$0.00	
761	Capital reserve account - July		$0.00		
604	Add: Increase in capital reserve		$0.00		
307	Less: Bud. w/d cap. reserve eligible costs		$0.00		
309	Less: Bud. w/d cap. reserve excess costs		$0.00	$0.00	
764	Maintenance reserve account - July		$0.00		
606	Add: Increase in maintenance reserve		$0.00		
310	Less: Bud. w/d from maintenance reserve		$0.00	$0.00	
768	Waiver offset reserve - July 1, 2_____		$0.00		
609	Add: Increase in waiver offset reserve		$0.00		
314	Less: Bud. w/d from waiver offset reserve		$0.00	$0.00	
762	Adult education programs			$0.00	
750-752,76x	Other reserves			$0.00	
601	Appropriations		$0.00		
602	Less: Expenditures	$0.00			
	Less: Encumbrances	$0.00	$0.00	$0.00	
	Total appropriated			$0.00	
	Unappropriated:				
770	Fund balance, July 1			$0.00	
771	Designated fund balance			$0.00	
303	Budgeted fund balance			$0.00	
	Total fund balance				**$0.00**
	Total liabilities and fund equity				**$0.00**

Recapitulation of Budgeted Fund Balance:

	Budgeted	Actual	Variance
Appropriations	$0.00	$0.00	$0.00
Revenues	$0.00	$0.00	$0.00
Subtotal	$0.00	$0.00	$0.00
Change in capital reserve account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.00	$0.00	$0.00
Change in waiver offset reserve account:			
Plus - Increase in reserve	$0.00	$0.00	$0.00
Less - Withdrawal from reserve	$0.00	$0.00	$0.00
Subtotal	$0.00	$0.00	$0.00
Less: Adjustment for prior year	$0.00	$0.00	$0.00
Budgeted fund balance	$0.00	$0.00	$0.00

Prepared and submitted by : Elizabeth Schaufler 10/14/16

Board Secretary Date

Attachment F

SOUTH HACKENSCK BOARD OF EDUCATION
CASH REPORT

August 31, 2016

	Cash Balance 8/1/2016	Cash Receipts August-16	Cash Disbursements August-16	Cash Balance 8/31/2016
General Fund - 10	694,591.08	1,316,584.37	(388,167.07)	1,623,008.38
Special Revenue Fund - 20	2,118.01	0.00	0.00	2,118.01
Capital Projects Fund - 30	0.00	0.00	0.00	0.00
Debt Service Fund - 40	0.00	0.00	(84,610.00)	(84,610.00)
Enterprise Fund - 50	5,174.69	3,002.77	(3,006.28)	5,171.18
Total	**701,883.78**	**1,319,587.14**	**(475,783.35)**	**1,545,687.57**
Payroll Account	0.10	74,269.97	(74,269.97)	0.10
Payroll Agency Account	276.04	34,107.06	(24,472.48)	9,910.62
Unemployment Account	7,938.82	1.46	(1.19)	7,939.09
Flexible Spending Account	1,161.75	0.21	(0.19)	1,161.77
Grand Total	**711,260.49**	**1,427,965.84**	**(574,527.18)**	1,564,699.15

Greg Macen

10/14/16
Date

Attachment F

10/14/16

District: South Hackensack BOE

Monthly Transfer Report NJ

Month / Year: Aug 31, 2016

Line	Budget Category	Account	(col 1) Original Budget	(col 2) Revenues Allowed NJAC - A:23A-2.3	(col 3) Original Budget For 10% Calc	(col 4) Maximum Transfer Amount	(col 5) YTD Net Transfers to / (from) 8/31/2016	(col 6) % Change of Transfers YTD	(col 7) Remaining Allowable Balance From	(col 8) Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	+ or - Data	Col5/Col3	Col4+Col5	Col4-Col5
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	11-1XX-100-XXX	1,574,840	0	1,574,840	157,484	0	0.00%	157,484	157,484
10300 11160 12160 40580 41080	Total Special Education - Instruction, Total Basic Skills/Remedial – Instruct., Total Bilingual Education – Instruction, Total Undistributed Expend – Speech, OT,, Total Undist. Expend. – Other Supp. Serv	11-2XX-100-XXX 11-000-216, 217	660,794	0	660,794	66,079	0	0.00%	66,079	66,079
15180	TOTAL VOCATIONAL PROGRAMS	11-3XX-100-XXX	0	0	0	0	0	0.00%	0	0
17100 17600 19160 19620 20620 21620 22620 23620 25100	Total School-Sponsored Co/Extra Curricul, Total School-Sponsored Athletics – Instr, Total Before/After School Programs - Ins, Total Before/After School Programs, Total Summer School, Total Instructional Alternative Educatio, Total Other Supplemental/At-Risk Program, Total Other Alternative Education Progra, Total Other Instructional Programs - Ins	11-4XX-X00-XXX	84,365	180	84,545	8,455	0	0.00%	8,455	8,455
27100	Total Community Services Programs/Operat	11-800-330-XXX	17,001	0	17,001	1,700	0	0.00%	1,700	1,700
29180	Total Undistributed Expenditures - Instr	11-000-100-XXX	2,763,113	0	2,763,113	276,311	0	0.00%	276,311	276,311
29680 30620 41660 42200 43620	Total Undistributed Expenditures – Atten, Total Undistributed Expenditures – Healt, Total Undist. Expend. – Guidance, Total Undist. Expend. – Child Study Team, Total Undist. Expend. – Edu. Media Serv.	11-000-211, 213, 218, 219, 222	394,321	0	394,321	39,432	0	0.00%	39,432	39,432
43200 44180	Total Undist. Expend. – Improvement of I, Total Undist. Expend. – Instructional St	11-000-221, 223	103,541	0	103,541	10,354	0	0.00%	10,354	10,354
45300	Support Serv. - General Admin	11-000-230-XXX	153,694	0	153,694	15,369	0	0.00%	15,369	15,369
46160	Support Serv. - School Admin	11-000-240-XXX	62,310	0	62,310	6,231	0	0.00%	6,231	6,231
47200 47620	Total Undist. Expend. – Central Services, Total Undist. Expend. – Admin. Info. Tec	11-000-25X-XXX	67,695	924	68,619	6,862	0	0.00%	6,862	6,862
51120	Total Undist. Expend. – Oper. & Maint. O	11-000-26X-XXX	607,570	0	607,570	60,757	0	0.00%	60,757	60,757
52480	Total Undist. Expend. – Student Transpor	11-000-270-XXX	357,110	0	357,110	35,711	0	0.00%	35,711	35,711
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	11-XXX-XXX-2XX	1,017,115	0	1,017,115	101,712	0	0.00%	101,712	101,712
72020	Total Undistributed Expenditures – Food	11-000-310-XXX	12,900	0	12,900	1,290	0	0.00%	1,290	1,290
72120	Transfer of Property Sale Proceeds to De	11-000-520-934	0	0	0	0	0	0.00%	0	0
72160	Increase in Sale/Lease-back Reserve	10-605	0	0	0	0	0	0.00%	0	0
72180	Interest Earned on Maintenance Reserve	10-606	0	0	0	0	0	0.00%	0	0
72200	Increase in Maintenance Reserve	10-606	0	0	0	0	0	0.00%	0	0
72220	Increase in Current Expense Emergency Re	10-607	0	0	0	0	0	0.00%	0	0
72240	Interest Earned on Current Exp. Emergenc	10-607	0	0	0	0	0	0.00%	0	0
72260	TOTAL GENERAL CURRENT EXPENSE		7,876,369	1,104	7,877,473	787,747	0	0.00%	787,747	787,747
75880	TOTAL EQUIPMENT	12-XXX-XXX-73X	0	0	0	0	0	0.00%	0	0

District: **South Hackensack BOE**

Monthly Transfer Report NJ

10/14/16

Month / Year: **Aug 31, 2016**

Line	Budget Category	Account	(col 1) Original Budget	(col 2) Revenues Allowed NJAC - A:23A-2.3	(col 3) Original Budget For 10% Calc	(col 4) Maximum Transfer Amount	(col 5) YTD Net Transfers to / (from) 8/31/2016	(col 6) % Change of Transfers YTD	(col 7) Remaining Allowable Balance From	(col 8) Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	+ or - Data	Col5/Col3	Col4+Col5	Col4-Col5
76260	Total Facilities Acquisition and Constru	12-000-4XX-XXX	18,956	0	18,956	1,896	0	0.00%	1,896	1,896
76320	Capital Reserve – Transfer to Capital Pr	12-000-4XX-931	0	0	0	0	0	0.00%	0	0
76340	Capital Reserve – Transfer to Debt Servi	12-000-4XX-933	0	0	0	0	0	0.00%	0	0
76360	Increase in Capital Reserve	10-604	0	0	0	0	0	0.00%	0	0
76380	Interest Deposit to Capital Reserve	10-604	0	0	0	0	0	0.00%	0	0
76400	TOTAL CAPITAL OUTLAY		18,956	0	18,956	1,896	0	0.00%	1,896	1,896
83080	TOTAL SPECIAL SCHOOLS	13-XXX-XXX-XXX	0	0	0	0	0	0.00%	0	0
84000	Transfer of Funds to Charter Schools	10-000-100-56X	0	0	0	0	0	0.00%	0	0
84020	General Fund Contrib. to School-based Bu	10-000-520-930	0	0	0	0	0	0.00%	0	0
84060	GENERAL FUND GRAND TOTAL		7,895,325	1,104	7,896,429	789,643	0	0.00%	789,643	789,643

Dina Messery

School Business Administrator Signature

10/14/16

Date

Attachment F

BOARD SECRETARY'S MONTHLY CERTIFICATION
BUDGETARY LINE ITEM STATUS

Pursuant to N.J.A.C. 6A:23-2.ll(c)4, I certify that as of 8/31/16, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1 and

Pursuant to N.J.A.C. 6A:23-2.ll(c) 4, I certify that as of 8/31/16, no budgetary line item account has been overexpended in violation of N.J.A.C. 6:20-2:12(a).

Elizabeth Schaefer
Board Secretary

10/17/16
Date

Note: For the purpose of this rule, budgetary line item accounts are those reflected in the advertised section of the state prescribed budget. Districts maintaining expanded levels of budgetary line item accounts should adhere to local board policy for those accounts which exceed the prescribed level of detail. A line item account (or program category account) is defined as the most specific level of detail in the appropriation/expenditure classification.

Check Journal
Rec and Unrec checks

South Hackensack BOE
Hand and Machine checks

Attachment G

10/12/16 11:03

Starting date 9/1/2016   Ending date 9/30/2016

Cknum		Date	Rec date	Vcode	Vendor name	Check amount
040943	V	08/23/16	09/22/16	0084	Bergen County Dept. of Health Services	($810.00)
040997		09/19/16		0892	Allegro School, Inc	$10,217.00
040998		09/19/16		0057	Arrow Elevator Incorporated	$165.00
040999		09/19/16		0062	Automated Logic	$3,023.00
041000		09/19/16		0064	Avaya Inc.	$128.87
041001		09/19/16		0613	Blackman Plumbing Supply	$85.74
041002		09/19/16		0105	Blick Art Materials	$328.14
041003		09/19/16		0119	Broad U.S.A., Inc	$1,135.50
041004		09/19/16		0136	Carmine Barricella	$98.98
041005		09/19/16		0139	Cascade School Supplies	$90.78
041006		09/19/16		0126	CDW Government, Inc	$480.00
041007		09/19/16		0196	Delta Dental Plan Of NJ	$6,208.44
041008		09/19/16		0940	Direct Energy Business/Gas	$1,766.20
041009		09/19/16		0823	EIRC	$298.00
041010		09/19/16		0242	Elizabeth Church	$480.00
041011		09/19/16		0857	Fogarty and Hara, Counsellors-at-Law	$17.50
041012		09/19/16		0958	Foschino; David	$1,466.25
041013		09/19/16		0325	Houghton Mifflin Harcourt	$5,554.41
041014		09/19/16		0356	John A Earl, Inc.	$93.93
041015		09/19/16		0946	Learning A-Z	$823.82
041016		09/19/16		0402	Levy's Inc.	$377.40
041017		09/19/16		0433	Manuel Diaz	$960.00
041018		09/19/16		0941	McGraw Hill Education	$2,031.53
041019		09/19/16		0468	Metro Fire & Safety Equipt.	$575.00
041020		09/19/16		0498	Nasco-fort Atkinson	$503.30
041021		09/19/16		0929	Neptune Township Board of Education	$240.80
041022		09/19/16		0924	NJ Advance Media	$125.00
041023		09/19/16		3564	Omni Waste Services, Inc	$377.00
041024		09/19/16		0128	Optimum	$665.39
041025		09/19/16		0545	P S E & G Co.	$2,986.01
041026		09/19/16		0969	Pepe Plumbing & Heating Corp.	$1,260.00
041027		09/19/16		0920	Pitney Bowes Inc.	$104.97
041028		09/19/16		0882	ReadyRefresh by Nestle	$39.96
041029		09/19/16		0963	RFS Commercial, Inc	$1,110.00
041030		09/19/16		0612	Ridgefield Board Of Education	$38,012.80
041031	V	09/19/16	09/19/16		00.0 $ Multi Stub Void	
041032		09/19/16		0657	School Specialty Inc.	$2,528.88
041033		09/19/16		0655	School Health Corporation	$606.64
041034		09/19/16		0668	Shirts Illustrated	$265.00

Starting date 9/1/2016 Ending date 9/30/2016

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
041035	09/19/16		0684	South Bergen Jointure Comm.	$31,157.16
041036	09/19/16		0688	South Jersey Energy	$5,677.61
041037	09/19/16		0693	Ssn Sports/passon's Sports	$228.23
041038	09/19/16		0695	Staples Business Advantage	$43.01
041039	09/19/16		0948	StudyPad Inc.	$239.00
041040	09/19/16		1002	The Library Store INC	$45.65
041041	09/19/16		1001	Triarco Arts & Crafts LLC	$162.98
041042	09/19/16		0795	Valentine Stanowski-Thom	$518.12
041043	09/19/16		0818	W.B. Mason Co.	$344.11
041044	09/19/16		0998	Wards Science/VWR International LLC	$21.59
041045	09/19/16		0845	Zep Manufacturing Co.	$627.70
092016 H	09/15/16		0699	State Of NJ Health Ben.prog.	$58,189.76
093016	09/30/16		PAY	South Hackensack BOE Payroll	$250,843.16
093116 H	09/30/16		0108	Board Of Ed. Payroll Agency	$14,814.16
093316 H	09/30/16		0108	Board Of Ed. Payroll Agency	$3,419.77

Fund Totals

10	GENERAL CURRENT EXPENSE	$14,814.16
11	GENERAL CURRENT EXPENSE	$431,318.01
20	SPECIAL REVENUE FUNDS	$4,621.08
	Total for all checks listed	$450,753.25

Prepared and submitted by: Elizabeth Schaufler
Board Secretary

10/12/16
Date

Petty cash disbursements:

9/14/2016	Carmine Barricella	Cerfified Mail	$25.88
9/26/2016	Jim Parisi	Name plate engraving	$20.00
9/30/2016	Jim Parisi	Copies/building specs	$15.00

Food disbursements: **Check#**

None

Athletic disbursements:

		Check#	
9/20/2016	Jeff Marshall	1141	$52.00
9/20/2016	David Yuhasz	1142	$52.00
9/21/2016	Greg Rusnak	1143	$52.00
9/21/2016	Nolan Van Rye	1144	$52.00
9/27/2016	Nolan Van Rye	1145	$52.00
9/27/2016	Kristian Trajceski	1146	$52.00
9/28/2016	Nolan Van Rye	1147	$52.00
9/28/2016	Collin Burke	1148	$52.00
9/29/2016	Jeff Marshall	1149	$52.00
9/29/2016	Marty Kless	1150	$52.00