

**SOUTH HACKENSACK BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Monday, October 17, 2016**

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

Mrs. Lofaro read the following statement:

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

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

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

Absent: Mrs. Cagas

Also Present: Gregorio Maceri, Elizabete Schaefer

Mrs. Lofaro led the Board in the Flag salute

Presentations: None

Public Discussion on Agenda Resolutions: None

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

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

Approval of Minutes: 8/22/16, 9/12/16, 9/19/16

(On file in the business office) moved by Mr. Aquilina, seconded by Mrs. Regan

**Roll Call:**

Ayes: Mr. Aquilina, Ms. Davis, Ms. Encarnacion, Mrs. Lofaro, Mr. Perdomo  
Mrs. Regan  
Abstain: None  
Absent: Mrs. Cagas

Approval of Correspondence: 9/2016

(On file in the business office) moved by Mrs. Regan, seconded by Mr. Perdomo

**Roll Call:**

Ayes: Mr. Aquilina, Ms. Davis, Ms. Encarnacion, Mrs. Lofaro, Mr. Perdomo,  
Mrs. Regan  
Abstain: None  
Absent: Mrs. Cagas

Report of the Superintendent:

Mr. Maceri opened his report by giving the board the current enrollment which stands at 274. Mr. Maceri informed the board that the district would be having Pre-K and Kindergarten registration in early December. He informed the board that 157 families had attended Back to School Night which was a good turnout. The Code of Conduct & Athletic Code of Conduct was addressed with the board. There was (1) one confirmed HIB reported. Mr. Maceri reminded the board about the Joint Board Meeting with Hackensack which is scheduled for October 24<sup>th</sup> at 7:30 p.m. Other matters discussed were the Halloween celebration and parade scheduled for Monday October 31<sup>st</sup> at 1:15 p.m. and the beefsteak dinner scheduled for November 18th at 7:00 p.m. He informed the board that the district had received a satisfactory report on the Sanitary Inspection of the school. Mr. Maceri then informed the board that a non-resident family would like to have their 7<sup>th</sup> grade son attend the district. After a brief discussion on this matter the board asked that Mr. Maceri get the board attorney's opinion on this matter. Mr. Maceri then continued his report by asking the board if there were any questions or comments on any of the resolutions presented and that were reviewed at the workshop meeting of October 3, 2016. He informed the board that there was one individual resolution to be approved. No comments or questions were voiced on any of the resolutions.

OLD BUSINESS: None

NEW BUSINESS:

The following resolutions were moved by Mrs. Regan, seconded by Ms. Davis

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

Month	In-School Suspensions
September 2016	0

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

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

Month	HIB Incidents
September 2016	0

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

*(Attachment A)*

The monthly district calendar

4. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the amended 2016-2017 district calendar. (1:00 p.m. Monday, November 14 and Tuesday, November 15). *(Attachment B)*

5. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the reimbursement of the Principal's Account in the amount of \$1,349.55.

Description	Cost
Custodial Supplies	\$188.97
Scripps National Spelling Bee	\$152.50
Epi-Pens	\$1,008.08

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

Grade	Trip	Date
Grade 3	Bronx Zoo	May 25, 2017
Grade 8	Castle Shakespeare Repertory Company	October 26, 2016
Grade 4	Morristown	December 8, 2016
Grade 4	Trenton	June 6, 2017
Grades KG-2	Alstede Farms	November 9, 2016

7. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the submission of the District's 2016 – 2017 Comprehensive Maintenance Plan to the County Business Administrator. *(Attachment C)*
8. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Health and Safety Evaluation of School Buildings Checklist for 2016-2017.
9. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve NJ Quality Single Accountability Continuum (NJQSAC) Statement of Assurance (SOA) for the school year 2016-2017. *(Attachment D)*
10. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the EVVRS forms as presented.
11. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the 2016 – 2017 Foodservice Biosecurity Management Plan and the HACCP – Based Standard Operation Procedures. *(as presented)*
12. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the submission of the 2016 – 2017 Nursing Services Plan. *(Attachment E)*
13. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following requests for professional leave:

<b>Name</b>	<b>Professional Development</b>	<b>Date</b>	<b>Cost</b>
Debbie Watts	Increasing Your Student's Mastery of Math Facts and Mental Math Skills	November 3, 2016	\$245.00 <i>(Paid with Title II Funds: \$34 carryover from 2015-2016 \$211 from 2016-2017)</i>
Lora Coban	The Neuroscience of Word Study	October 25, 2016	FREE
Rita Liggio	NVCC Workshop – A Multisensory Approach	May 19, 2017	\$185.00
Rita Liggio	The Neuroscience of Word Study	October 25, 2016	FREE
Wendy Duva	McRel Teacher Evaluation Training	October 24, 2016	\$149.00

Michelle Petrella	McRel Teacher Evaluation Training	October 24, 2016	\$149.00
Chris Masullo	Common Core Standards Mathematics (K-8)	October 25, 2016	\$149 <i>(Paid in full with Title II Funds-carryover from 2015-2016)</i>
Gregorio Maceri	NJSBA Workshop 2016	October 25-26, 2016	\$275.00

14. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve Gregorio Maceri to attend the NJ School Boards Association workshop October 25-27, 2016 and to reimburse expenses as follows: \$115.00/night for hotel, \$64.00 full day for meals, or \$48.00 half day for meals, \$0.31/mile and \$20.00 for tolls.
15. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Business Administrator to pay October 2016 bills.
16. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following reports in accordance with NJAC 6A:23-2.11(a) and NJAC 6A:23-2.11(b). *(Attachment F)*  
Board Secretary's Report  
Treasurer's Report  
Monthly Fund Transfer Report  
August 2016
17. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education pursuant to NJAC 6A:23-2.11-4 and upon consultation with district officials, certifies that to the best of its knowledge, no major account of funds have been over expended in violation of NJAC 6A:23-2.11(a) and that sufficient funds are available to meet the district's needs.
18. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the actual payroll for the month of September 2016 in the amount of \$250,843.16 that the President of the Board, the School Business Administrator and the Superintendent be, and they hereby are, authorized to sign warrants up to and including the above.

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

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

*(Attachment G)*

Fund 10	\$	446,132.17
Fund 20	\$	4,621.08
Fund 30	\$	0
Fund 40	\$	0
Fund 50	\$	0
Total	\$	450,753.25

Voided check # 040943    \$810.00

**Roll Call:**

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

Abstain:        None

Absent:         Mrs. Cagas

**Resolutions Approved**

**INDIVIDUAL MOTION:**

The following resolution was moved by Mrs. Regan, seconded by Mr. Aquilina

1. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the resignation of Maya Vorderstrasse, School Secretary, effective October 3, 2016. *(As presented)*

**Roll Call:**

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

Abstain:        None

Absent:         Mrs. Cagas

**Resolution Approved**

OPEN PUBLIC HEARING: None

PRIVATE SESSION: None

Meeting adjourned at 7:58 p.m.  
Moved by Mrs. Regan, seconded by Mr. Perdomo  
All in favor  
Respectfully submitted,

Elizabeth Schaefer  
Board Secretary