

**SOUTH HACKENSACK BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Monday, October 19, 2015**

A regular meeting of the Board of Education was held on Monday, October 19, 2015, in the Lunch Room of Memorial School, 1 Dyer Avenue, South Hackensack, New Jersey. The meeting was called to order at 7:30 p.m. by President, Ms. Maher.

Ms. Maher 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: Ms. Davis, Ms. Encarnacion, Mrs. Lofaro (entered at 8:07 p.m.), Ms. Maher,  
Mr. Perdomo

Absent: Ms. Obando, Mrs. Regan

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

Ms. Maher led the Board in the Flag salute

Approximately 3 people in attendance

Presentations: Mrs. Kipp presented Ms. Maher with flowers and a card from EASH (Education Association of South Hackensack) and thanked her for her many years of service to the children and teaching staff of Memorial School. Mr. Maceri also made a presentation to Ms. Maher on behalf of the board and also thanked her for your dedication to the children, staff and board for the last 8 years. Mr. Maceri stated that being a board member is difficult but we commend her for always trying to do what is best for the district. Being a board member is sometimes a thankless position and you have to have eternal motivation to sit on a board and make the right decisions. He stated that Ms. Maher has always been fair and she likes people to be fair with her. Ms. Maher likes facts and she likes to base her decision on facts so that she can make a formal decision. Mr. Maceri stated that Ms. Maher will be missed and he wishes her all the best in her new endeavors. Ms. Maher thanked Mr. Maceri for the kind words and promised to stay in touch. Mr. Perdomo and Ms. Encarnacion also thanked Ms. Maher for all her help during their time on the board. Ms. Maher thanked Mrs. Schaefer and all the board members for all their support during her 8 years on the

board.

Mr. Maceri then made a presentation regarding the NJASK Science Results (grades 4 and 8). He informed the board that he had good news to share with regarding the results. He informed the board that he would put the presentation on the school's website. Mr. Maceri was proud to say that our district beat our district factor group and the State averages when it comes to NJASK. Mr. Maceri stated that in Grade 4 we had 4% partially proficient which actual is 1 student the rest of the students were proficient or above. In our Grade 8 we had 0% partially proficient, all students were proficient or above. Mr. Maceri stated that our science program is doing exceptional well and he is proud of all of our students.

Public Discussion on Agenda Resolutions: None

**Ms. Maher 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: 8/20/15, 9/14/15, 9/21/15

(On file in the business office) moved by Mr. Perdomo, seconded by Ms. Maher

**Roll Call:**

Ayes: Ms. Davis, Ms. Encarnacion, Mrs. Lofaro, Ms. Maher, Mr. Perdomo

Abstain: None

Absent: Ms. Obando, Mrs. Regan

Approval of Correspondence: 9/2015

(On file in the business office) moved by Ms. Encarnacion, seconded by Mrs. Perdomo

**Roll Call:**

Ayes: Ms. Davis, Ms. Encarnacion, Mrs. Lofaro, Ms. Maher, Mr. Perdomo

Abstain: None

Absent: Ms. Obando, Mrs. Regan

Report of the Superintendent:

Mr. Maceri discussed some good news with the board regarding Grades 7 & 8 and Mrs. Dinallo's class during social studies. The students had a debate regarding the confederate flag and if it was a symbol of culture or a symbol of heritage. Mr. Maceri stated that both he and Mrs. Lofaro attended the Hackensack Joint board meeting. He stated that Hackensack did a great presentation with respect to their AP courses this year. He briefed the board on this matter and was pleased with what Hackensack is doing for our High School students. Some students are leaving Hackensack High School with college credits. Other matters discussed on his report were International Walk to School Day, Back to School Night and the Coppa Italia. He informed the board that the Beefsteak Dinner is scheduled for Friday, November 20, 2015 at 7:00 p.m. The school board convention was scheduled for the following week and Mr. Perdomo would be attending. The Halloween celebration and Parade is scheduled for Friday, October 30<sup>th</sup> at 2:00 p.m. Mr. Maceri will be doing a Superintendent's Open Forum sometime in November at 6:30 p.m. on HIB. The date for this has not yet been set. He discussed the Week of Respect – week of October 5<sup>th</sup> and the School Vandalism and Violence Awareness Week – week of October 19<sup>th</sup>. The district also did a social skills program in the month of October on Bullying. He provided the dates of the Professional Learning communities and stated that these are open meetings to parents and board members. Mr. Maceri informed the board that there was nothing to report for the 2014-2015 school year on the Annual District Report of Violence and Vandalism. Mr. Maceri stated that starting with the November agenda; there will additional resolutions, one for the monthly discipline report and one for the monthly Superintendent HIB report. These will be approved each month. He stated that the district currently is doing 3 HIB investigations and that there were 4 suspensions in total for September and October. Mrs. Lofaro stated she had attended a township meeting and suggested that the police and fire department do some drills at the school per the discussion the board had at the October 5, 2015 work shop meeting. Mr. Lofaro stated that the township would speak to the OEM director and have all the departments come together hopefully to figure something out. They seemed interested in pursuing this.

OLD BUSINESS: None

NEW BUSINESS:

The following resolutions were moved by Ms. Encarnacion, seconded by Mr. Perdomo

1. 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
Pre-kindergarten	DePiero's Farm	October 13, 2015
Grades KG-2	Alstede Farms	November 4, 2015
Grade 4	Morristown – Jockey Hollow	January 15, 2016

2. 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 2015 – 2016 Comprehensive Maintenance Plan to the County Business Administrator. *(Attachment A)*
3. 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 2015-2016.
4. 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 2015-2016. *(Attachment B)*
5. 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) District Performance Review (DPR) for the school year 2015-2016. *(Attachment C)*
6. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the EVVRS forms as presented.
7. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the 2015 – 2016 Foodservice Biosecurity Management Plan and the HACCP – Based Standard Operation Procedures. *(Attachment D)*
8. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the submission of the 2015 – 2016 Nursing Services Plan. *(Attachment E)*
9. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education ratify the following appointment:

Name	Title / Position	Rate of Pay	Effective
Patricia Collova	Lunch Aide	\$20.00 / hour	September 15, 2015

10. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following appointment:

Name	Title / Position	Rate of Pay	Effective
Joanne Devito	Lunch Aide	\$12.00	October 13, 2015

11. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the amended substitute list for the school year 2015-2016. (Attachment F)

12. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the appointment of Mrs. Priscilla Gonzalez and Mrs. Maya Vorderstrasse as coordinators of the National School Lunch Program with a stipend of \$900.00 to be divided equally between the two coordinators.

13. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following faculty for the Extended Curriculum Program for school year 2015-2016:

Name	Grade	Subject	Days Per Week	Rate of Pay
Andrea Savino	2	English Language Arts & Mathematics	3	\$25.00 / hour
Jaymie Mainieri	4	English Language Arts	1	\$25.00 / hour
Carla Moreno	4	Mathematics	2	\$25.00 / hour
Vanessa Evans	5	English Language Arts & Mathematics	3	\$25.00 / hour

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

Name	Professional Development	Date	Cost
Valentine Thom	NJ Science Convention	October 13-14, 2015	\$295.00
Gina Kipp	Rutgers University 48 <sup>th</sup> Annual Reading & Writing Conference	October 23, 2015	\$188.00 Funded with Title 1
Gina Kipp	Teaching in a Multi-Ethnic Society	February 8, 2016	FREE
Anne Turtoro	Rutgers University 48 <sup>th</sup> Annual Reading & Writing Conference	October 23, 2015	\$188.00 Funded with Title 1
Anne Turtoro	NJ Association of School Librarians Conference	November 16, 2015	\$95.00
Laura Criscione	Keys to Close Reading	February 11, 2016	FREE
Casey Corsa	Keys to Close Reading	February 11, 2016	FREE
Lori Murphy	Keys to Close Reading	February 11, 2016	FREE
Tricia Smith	Dyslexia Issues & Hot Legal Topics for Admin.	October 22, 2015	\$45.00

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

Name	Professional Development	Date	Cost
Lisette Vidal	Art Educators of NJ Conference	October 5 - 6, 2015	\$205.00

16. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve for the following request for academic credit and reimbursement:

Name	University / College	Course	Credits	Session	Cost / Reimbursement
Phillip Cerone	University of Phoenix	Models, Theories and Instructional Strategies	3	Fall 2015 (November thru January)	\$600.00
Phillip Cerone	University of Phoenix	Curriculum Construction & Assessment	4	Spring 2016 (February thru April)	\$800.00
Christina Caporrino	University of Phoenix	Social & Global Perspectives of Teacher Leadership	3	Fall 2015 (November thru December)	\$600.00
Christina Caporrino	University of Phoenix	Advocating for Learning	3	Fall – Spring (December thru February)	\$600.00

17. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education ratify the following request for academic credit and reimbursement:

Name	University / College	Course	Credits	Session	Cost / Reimbursement
Phillip Cerone	University of Phoenix	Child and Adolescent Development	2	Fall 2015 (October thru November)	\$400.00
Christina Caporrino	University of Phoenix	Theories and Best Practices of Curriculum and Instruction	3	Fall 2015 (September thru December)	\$600.00

18. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the second and final reading of the Board of Education's regulations/policies as submitted and as follows:

- P 3322 Staff Member's Use of Personal Cellular Telephones/  
Other Communication Devices (Revised)
- P 4322 Staff Member's Use of Personal Cellular Telephones/  
Other Communication Devices (Revised)
- P & R 5330 Administration of Medication (M) (Revised)
- P 5339 Screening for Dyslexia (M) (Revised)
- P 5615 Suspected Gang Activity (Revised)
- P 5756 Transgender Students (Revised)
- P 8540 School Nutrition Programs (Revised)
- R 8540 Free and Reduced Rate Meals (Abolished)
- P 8550 Outstanding Food Service Charges (New)
- P 8820 Opening Exercises/Ceremonies (Revised)

19. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the new special education for the following students:

Student Number	Enrolled	Tuition (Does NOT include transportation)
643	September 16, 2015	\$62,500.00
595	September 14, 2015	\$15,000.00

20. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the withdrawal of \$2,514.00 from the maintenance reserve account and appropriate this amount in line 11-000-261-420-B3 in the 2015-2016 budget in accordance with 6A:23A14.2(D) for Pepe Plumbing & Heating Corporation. The total amount will be paid to Pepe Plumbing & Heating Corporation for plumbing repairs and supplies.

21. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Board of Education designate Valley National Bank for deposits and withdrawals for the identified account from September 22, 2015 through December 31, 2015 – Scholarship Fund Account.
22. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve Board Member – Luis Perdomo to attend the NJ School Boards Association workshop October 28 – October 29, 2015 and to reimburse expenses as follows: \$97.00/night for Hotel - \$49.50/day for meals - .31 cents/mile – tolls
23. 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 2015 bills.
24. 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 G*)
  - Board Secretary’s Report
  - Treasurer’s Report
  - Monthly Fund Transfer Report
  - August 2015
25. 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.
26. 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 2015 in the amount of \$247,937.70 that the President of the Board, the School Business Administrator and the Treasurer of School Funds be, and they hereby are, authorized to sign warrants up to and including the above.
27. 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 2015 in the amount of \$250,000.00 the President of the Board, the School Business Administrator and the Treasurer of School Funds be, and they hereby are, authorized to sign warrants up to and including the above \$250,000.00



28. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Bill List for September 2015.

*(Attachment H)*

Fund 10	\$ 518,998.76
Fund 20	\$ 4,177.32
Fund 30	\$ 0
Fund 40	\$ 0
Fund 50	\$ 0
Total	\$ 523,173.08

Voided Checks #040450

**Roll Call:**

Ayes: Ms. Davis, Ms. Encarnacion, Mrs. Lofaro, Ms. Maher, Mr. Perdomo

Abstain: None

Absent: Ms. Obando, Mrs. Regan

**Resolutions Approved**

**Individual Motions:**

The following resolutions were moved by Ms. Encarnacion, seconded by Mr. Perdomo

1. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the new special education for the following students:

Student Number	Enrolled	Tuition (Does NOT include transportation)
722	October 8, 2015	\$12,300.00

2. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Local Mentoring Plan for the school year 2015-2017. *(Attachment I)*

**Roll Call:**

Ayes: Ms. Davis, Ms. Encarnacion, Mrs. Lofaro, Ms. Maher, Mr. Perdomo

Abstain: None

Absent: Ms. Obando, Mrs. Regan

**Resolutions Approved**

OPEN PUBLIC HEARING: None

PRIVATE SESSION:

Mrs. Lofaro motioned, Ms. Encarnacion seconded, to Private session @8:10 p.m. – HIB

Whereas, in accordance with provision of the New Jersey Open Public Meetings Act, the South Hackensack Board of Education wishes to meet in Private Session for the purposes of discussing matters of confidential nature relating to HIB.

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

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

Mrs. Lofaro motioned, Ms. Davis seconded, to return to public session @8:33 p.m.

Meeting adjourned at 8:33 p.m.

Moved by T. Lofaro, seconded by Mr. Perdomo

All in favor

Respectfully submitted,

Elizabete Schaefer  
Board Secretary