

**SOUTH HACKENSACK BOARD OF EDUCATION**

**Monday, January 11, 2016**

**Regular Meeting**

**Time 7:30 p.m.**

A. **Meeting called to order at:**

B. **Announcement of adequate meeting:**

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.

C. **Roll call**

D. **Flag Salute**

E. **Presentations**

F. **Public Hearing on Resolutions to be acted upon this meeting.**

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.

G. **Approval of Minute(s):**

H. **Correspondence**

I. **Report of the Superintendent**

J. Old Business

K. New Business

L. Open Public Hearing

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.

M. Private Session (If necessary)

N. Adjournment

**OLD BUSINESS****NONE****NEW BUSINESS****CONSENT AGENDA: MOTIONS 1 THROUGH 23****MOTIONED BY:** \_\_\_\_\_ **SECONDED BY:** \_\_\_\_\_

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 2015-2016:  
Accept Monthly Discipline Report

Month	In-School Suspensions
September 2015	2
October 2015	2
November 2015	3
December 2015	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 2015-2016:

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

Month	HIB Incidents
September 2015	1
October 2015	2
November 2015	0
December 2015	1

3. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following for the school year 2015-2016:  
(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 reimbursement of the Principal's Account in the amount of \$6,010.51.

Description	Cost
Alstede Farms - K - 2 Trip	\$52.50
SBJC Workshop Supplies	\$53.81
Bergen PAC - 3 <sup>rd</sup> Grade Trip	\$224.00
Bulldog Mascot	\$410.20
Kean Stage - K - 1 Trip	\$630.00
Washington D.C. Chaperones	\$4640.00

5. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education amend the hiring of the following individual(s) for employment for the school year 2015-2016:

Name	Position	Date of Employment	Rate
Jessica Carroll	Teacher Aide (grade 4)	January 4 - June 30, 2016	\$20.00 without Medical Benefits

6. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the request of the following teaching faculty member to have their child attend classes at Memorial School during the remainder of the 2015-2016 school year at a charge of \$160.00 per month. (*Attachment B*)

Name of Faculty Member	Number of Children	Total Cost
Kelly Marrella	1	\$960.00

7. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following individuals as members of the district's Affirmative Action Team for the 2016-2017 school year:

Name	Position
Constance Truncali	Officer and Member
Gregorio Maceri	Member
Jason Chirichella	Member
Mary Gould	Member
Tricia Smith	Member
Kelly Marrella	Member

8. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve and authorize the Affirmative Action Team to develop a Needs Assessment and Comprehensive Equity Plan, implement the plan over a three-year period of time, submit an annual Statement of Assurance of its implementation and progress.
9. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education ratify the following request(s) for professional development:

Name	Professional Development	Date	Cost
Theresa Hartmann	Special Education and Mathematic Conference	January 6, 2016	\$149.00

10. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following request(s) for professional development:

Name	Professional Development	Date	Cost
Carla Moreno	Guided Reading: Differentiating Reading Instruction in Small Groups	February 11, 2016	\$239.00

11. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following request(s) for academic credits and reimbursement:

Name	University/College	Course	Credits	Session	Reimbursement
Christopher Masullo	Nova Southeastern University	Educational Assessment	3	Winter 2016	\$600.00
Christopher Masullo	Nova Southeastern University	Applied Dissertation Service 3: Final Report	5	Winter 2016	\$1,000.00

12. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the South Hackensack Cheerleading Squad into the February 28, 2016 Cheerleading Competition sponsored by Farleigh Dickenson University.

13. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education ratify the withdrawal of \$4,872.00 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 Universal Electric Motor Service, Inc. for repairing the pump's motor upstairs.

14. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following class trip(s):

Grade(s)	Trip	Date	Time
1 <sup>st</sup> grade	Newark Museum	June 1, 2016	8:45 a.m.

15. 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 submitted and as follows (*as presented*):

- P & R 1240 Evaluation of Superintendent (M) (Revised)
- P & R 3221 Evaluation of Teachers (M) (Revised)
- P & R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators (M) (Revised)
- P & R 3223 Evaluation of Administrators, Excluding Principals, Vice Principals, and Assistant Principals (M) (Revised)
- P 3431.1 Family Leave (M) (Revised)
- P 4431.1 Family Leave (M) (Revised)
- P 5337 Service Animals (New)
- P 5516 Use of Electronic Communication and Recording Devices (ECRD) (M) (Revised)

16. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education discuss and approve the Comprehensive Annual Financial Report Auditor's Management Report on Findings for the Fiscal Year ended June 30, 2015 and the Synopsis of the 2014-2015 Report of Audit Submitted by Nisiovocchia and Company as presented at this meeting.

17. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Business Administrator to pay January 2016 bills.

18. 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 C*)

- Board Secretary's Report
- Treasurer's Report
- Monthly Fund Transfer Report
- November 2015

19. 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.
20. 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 December 2015 in the amount of \$248,187.24 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.
21. 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 January 2016 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
22. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Bill List for December 2015.

*(Attachment D)*

Fund 10	\$ 981097.02
Fund 20	\$ 48,299.42
Fund 30	\$ 0
Fund 40	\$ 0
Fund 50	\$ 2,401.29
Total	\$ 1,031,797.73

23. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education amend the salary and position of the following individual(s) for the remainder of the school year:

Name	Position	Effective	Rate of Pay
Gissell Tejada	Teacher Aide	February 1 – June 30, 2016	\$19.50 per hour

## Attachment A

## January 2016

## South Hackensack School District - Memorial School / Calendars

Sun	Mon	Tue	Wed	Thu	Fri	Sat
					1	2
	Christmas Recess - SCHOOL CLOSED					
3	4 General Faculty Meeting Room 113	5	6 9:00am STEAM Grade 6 Mrs. Thom	7 9:00am STEAM Grade 6 Ms. Caporino	8 9:00am STEAM Grade 7	
10	11 Group I Faculty Meeting 9:00am STEAM Grade 8	12	13 Open House S.H. Invitational Basketball Tournament 2:30pm Pep Rally / School Spirit Day	14	15 4th Grade Trip - Morristown - Jockey Hollow Grade 6 Trip - NJPAC	16
17	18 M.L.King Day - School Closed	19 Group II Faculty Meeting	20	21	22 2nd Marking Period Ends	23
24	25 3rd Marking Period Begins Group III Faculty Meeting Report Cards Issued	26	27	28	29	30
31	General Faculty Meeting Room 113	9:15am Officer Phil Assembly (Grades PK - 3)			10:00am 5th Grade Trip Nal Ni chen at NJ PAC	

# Kelly Marrella

193 Alberta Drive  
Saddle Brook, New Jersey 07663  
201-741-6599

December 22, 2015

Mr. Gregorio Maceri  
Principal/Superintendent  
1 Dyer Avenue  
South Hackensack, New Jersey 07606

Dear Greg,

With much thought and consideration, I am requesting that you consider allowing Karly to attend Memorial School for the rest of the school year. Karly is benefiting tremendously from the education that she is receiving and I would be grateful if she is able to continue here.

Thank you in advance for your consideration.

Sincerely,

A handwritten signature in cursive script that reads "Kelly Marrella". The signature is fluid and matches the printed name below it.

Kelly Marrella



Starting date 7/1/2015 Ending date 11/30/2015 Fund: 10 GENERAL CURRENT EXPENSE

Assets and Resources

**Assets:**

101	Cash in bank		\$2,405,626.01
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		\$3,736,522.00

**Accounts Receivable:**

132	Interfund	\$0.00	
141	Intergovernmental - State	\$250,011.09	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$4,859.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$254,870.09

**Loans Receivable:**

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Other Current Assets			\$0.00
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**Resources:**

301	Estimated revenues	\$7,416,453.00	
302	Less revenues	(\$7,261,994.04)	\$154,458.96

<b>Total assets and resources</b>			<b><u>\$6,551,727.06</u></b>
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Liabilities and Fund Equity

**Liabilities:**

411	Intergovernmental accounts payable - state		(\$8,218.79)
421	Accounts payable		\$20,593.48
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$1,250.00
	Other current liabilities		\$444,775.00

<b>Total liabilities</b>			<b>\$458,399.69</b>
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Starting date 7/1/2015 Ending date 11/30/2015 Fund: 10 GENERAL CURRENT EXPENSE

**Fund Balance:**

**Appropriated:**

753,754	Reserve for encumbrances			\$4,730,717.34
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	\$7,719,198.33		
602	Less: Expenditures	(\$2,094,613.77)		
	Less: Encumbrances	(\$4,677,649.76)	(\$6,772,263.53)	\$946,934.80
	Total appropriated		\$5,993,105.14	
<b>Unappropriated:</b>				
770	Fund balance, July 1		\$402,967.56	
771	Designated fund balance		\$0.00	
303	Budgeted fund balance		(\$302,745.33)	
	Total fund balance			\$6,093,327.37
	<b>Total liabilities and fund equity</b>			<b>\$6,551,727.06</b>

**Recapitulation of Budgeted Fund Balance:**

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$7,719,198.33	\$6,772,263.53	\$946,934.80
Revenues	(\$7,416,453.00)	(\$7,261,994.04)	(\$154,458.96)
Subtotal	<u>\$302,745.33</u>	<u>(\$489,730.51)</u>	<u>\$792,475.84</u>
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	<u>\$302,745.33</u>	<u>(\$539,730.51)</u>	<u>\$842,475.84</u>
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	<u>\$302,745.33</u>	<u>(\$539,730.51)</u>	<u>\$842,475.84</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$302,745.33</u>	<u>(\$539,730.51)</u>	<u>\$842,475.84</u>

Prepared and submitted by : \_\_\_\_\_  
Board Secretary Date

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 10 GENERAL CURRENT EXPENSE

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL - Revenues from Local Sources	7,122,899	0	7,122,899	7,018,440	Under	104,459
00520	SUBTOTAL - Revenues from State Sources	293,554	0	293,554	243,554	Under	50,000
Total		7,416,453	0	7,416,453	7,261,994		154,459
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	1,513,883	64,122	1,578,005	561,196	956,550	60,259
10300	Total Special Education - Instruction	261,533	0	261,533	78,460	183,073	0
11160	Total Basic Skills/Remedial - Instruct.	107,492	0	107,492	33,533	56,423	17,536
12160	Total Bilingual Education - Instruction	91,484	0	91,484	30,289	60,796	399
17100	Total School-Sponsored Co/Extra Curricul	70,365	1,162	71,527	11,636	3,177	56,714
20620	Total Summer School	14,000	5,340	19,340	19,340	0	0
27100	Total Community Services Programs/Operat	17,000	(3,725)	13,275	12,343	932	0
29180	Total Undistributed Expenditures - Instr	2,578,507	0	2,578,507	362,082	2,077,498	138,927
29680	Total Undistributed Expenditures - Atten	4,738	0	4,738	1,950	2,730	58
30620	Total Undistributed Expenditures - Healt	84,763	612	85,375	19,999	37,165	28,210
40580	Total Undistributed Expend - Speech, OT,	90,500	41	90,541	11,625	30,645	48,271
41080	Total Undist. Expend. - Other Supp. Serv	198,000	0	198,000	42,390	110,238	45,372
42200	Total Undist. Expend. - Child Study Team	254,000	0	254,000	396	0	253,604
43200	Total Undist. Expend. - Improvement of I	96,750	0	96,750	40,128	56,178	444
43620	Total Undist. Expend. - Edu. Media Serv.	1,000	0	1,000	0	0	1,000
44180	Total Undist. Expend. - Instructional St	2,500	0	2,500	678	100	1,722
45300	Support Serv. - General Admin	151,970	6,881	158,851	69,467	54,269	35,114
46160	Support Serv. - School Admin	61,510	1,475	62,985	28,503	32,539	1,943
47200	Total Undist. Expend. - Central Services	65,669	160	65,829	28,977	32,539	4,313
51120	Total Undist. Expend. - Oper. & Maint. O	595,674	20,104	615,778	295,695	296,731	23,351
52480	Total Undist. Expend. - Student Transpor	330,439	0	330,439	63,292	208,635	58,512
71260	TOTAL PERSONNEL SERVICES -EMPLOYEE	1,029,035	(38,332)	990,703	368,832	472,767	149,104
72020	Total Undistributed Expenditures - Food	11,652	0	11,652	3,863	4,664	3,126
75880	TOTAL EQUIPMENT	0	9,940	9,940	9,940	0	0
76260	Total Facilities Acquisition and Constr	18,956	0	18,956	0	0	18,956
Total		7,651,420	67,778	7,719,198	2,094,614	4,677,650	946,935

Report of the Secretary to the Board of Education  
South Hackensack BOE

Page 4 of 27  
01/04/16 10:34

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 10 GENERAL CURRENT EXPENSE

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00100	10-1210	Local Tax Levy	6,942,502	0	6,942,502	6,942,502		0
00140	10-1310	Tuition from Individuals	12,800	0	12,800	3,200	Under	9,600
00300	10-1	Unrestricted Miscellaneous Revenues	167,597	0	167,597	72,738	Under	94,859
00430	10-3131	Extraordinary Aid	50,000	0	50,000	0	Under	50,000
00470	10-3177	Categorical Security Aid	20,749	0	20,749	20,749		0
00500	10-3	Other State Aids	222,805	0	222,805	222,805		0
Total			7,416,453	0	7,416,453	7,261,994		154,459
Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
02000	11-105-100-101	Preschool – Salaries of Teachers	71,091	13,406	84,497	25,410	59,025	62
02080	11-110-___-101	Kindergarten – Salaries of Teachers	140,571	0	140,571	42,168	98,403	0
02100	11-120-___-101	Grades 1-5 – Salaries of Teachers	630,761	(13,406)	617,355	182,483	430,172	4,700
02120	11-130-___-101	Grades 6-8 – Salaries of Teachers	427,943	0	427,943	128,959	295,999	2,985
03000	11-190-1___-106	Other Salaries for Instruction	31,000	0	31,000	8,348	19,768	2,884
03020	11-190-1___-320	Purchased Professional – Educational Ser	66,586	44,582	111,168	71,625	39,543	0
03040	11-190-1___-340	Purchased Technical Services	20,000	5,000	25,000	21,154	3,524	322
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	10,852	75,852	49,768	10,002	16,083
03100	11-190-1___-640	Textbooks	28,381	3,688	32,069	4,140	0	27,929
03120	11-190-1___-8	Other Objects	4,500	0	4,500	570	114	3,816
07000	11-213-100-101	Salaries of Teachers	261,533	0	261,533	78,460	183,073	0
11000	11-230-100-101	Salaries of Teachers	107,492	0	107,492	33,533	56,423	17,536
12000	11-240-100-101	Salaries of Teachers	91,134	0	91,134	30,289	60,796	49
12100	11-240-100-610	General Supplies	350	0	350	0	0	350
17000	11-401-100-1	Salaries	28,865	0	28,865	75	0	28,790
17020	11-401-100-[3-5]	Purchased Services (300-500 series)	28,500	(1,615)	26,885	1,203	180	25,502
17040	11-401-100-6	Supplies and Materials	10,000	2,777	12,777	7,358	2,997	2,422
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	5,340	19,340	19,340	0	0
27000	11-800-330-1	Salaries	17,000	(3,725)	13,275	12,343	932	0
29000	11-000-100-561	Tuition to Other LEAs within the State -	1,347,756	(76,028)	1,271,728	112,235	1,024,317	135,176
29020	11-000-100-562	Tuition to Other LEAs within the State -	619,149	76,028	695,177	135,865	559,312	0
29040	11-000-100-563	Tuition to County Voc. School District-R	55,566	(8,165)	47,401	8,973	34,678	3,751
29060	11-000-100-564	Tuition to County Voc. School District-S	0	29,376	29,376	6,038	23,338	0
29080	11-000-100-565	Tuition to CSSD & Regular Day Schools	357,730	(21,070)	336,660	44,301	292,359	0
29100	11-000-100-566	Tuition to Priv. School for the Disabled	159,195	(141)	159,054	54,671	104,383	0
29160	11-000-100-569	Tuition – Other	39,111	0	39,111	0	39,111	0
29500	11-000-211-1	Salaries	4,738	0	4,738	1,950	2,730	58
30500	11-000-213-1	Salaries	68,913	0	68,913	16,046	36,365	16,502
30540	11-000-213-3	Purchased Professional and Technical Ser	10,000	(500)	9,500	2,380	800	6,320
30560	11-000-213-[4-5]	Other Purchased Services (400-500 series	100	1,112	1,212	1,195	0	17
30580	11-000-213-6	Supplies and Materials	5,750	0	5,750	379	0	5,371

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 10 GENERAL CURRENT EXPENSE

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
40520	11-000-216-320	Purchased Professional – Educational Ser	90,000	0	90,000	11,584	30,645	47,771
40540	11-000-216-6__	Supplies and Materials	500	41	541	41	0	500
41000	11-000-217-1__	Salaries	198,000	0	198,000	42,390	110,238	45,372
42060	11-000-219-320	Purchased Professional – Educational Ser	251,000	0	251,000	0	0	251,000
42160	11-000-219-6__	Supplies and Materials	3,000	0	3,000	396	0	2,604
43040	11-000-221-105	Salaries of Secretarial & Clerical Assis	96,750	0	96,750	40,128	56,178	444
43580	11-000-222-6__	Supplies and Materials	1,000	0	1,000	0	0	1,000
44080	11-000-223-320	Purchased Professional – Educational Ser	2,500	0	2,500	678	100	1,722
45000	11-000-230-1__	Salaries	93,590	0	93,590	45,118	39,022	9,450
45040	11-000-230-331	Legal Services	10,000	0	10,000	175	9,825	0
45060	11-000-230-332	Audit Fees	24,150	0	24,150	0	0	24,150
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	4,746	13,746	8,137	4,882	727
45180	11-000-230-590	Misc Purch Services (400-500 series, O/T	3,000	700	3,700	3,550	50	100
45200	11-000-230-610	General Supplies	500	1,385	1,885	1,480	171	233
45260	11-000-230-890	Miscellaneous Expenditures	3,240	(17)	3,223	2,768	0	455
45280	11-000-230-895	BOE Membership Dues and Fees	4,500	17	4,517	4,199	318	0
46000	11-000-240-103	Salaries of Principals/Assistant Princip	52,760	0	52,760	25,337	27,423	0
46100	11-000-240-[4-5]	Other Purchased Services (400-500 series	7,750	0	7,750	1,692	5,075	983
46120	11-000-240-6__	Supplies and Materials	1,000	1,475	2,475	1,475	40	960
47000	11-000-251-1__	Salaries	53,770	0	53,770	22,213	31,099	458
47020	11-000-251-330	Purchased Professional Services	750	160	910	160	0	750
47040	11-000-251-340	Purchased Technical Services	6,799	0	6,799	4,707	1,440	652
47060	11-000-251-592	Misc. Purch. Services (400-500 Series, O	2,800	0	2,800	1,276	0	1,524
47100	11-000-251-6__	Supplies and Materials	800	0	800	52	0	748
47180	11-000-251-890	Other Objects	750	0	750	570	0	180
48520	11-000-261-420	Cleaning, Repair, and Maintenance Servic	54,000	17,996	71,996	46,935	23,760	1,301
48540	11-000-261-610	General Supplies	500	0	500	120	0	380
49000	11-000-262-1__	Salaries	306,399	24,000	330,399	142,910	186,917	572
49040	11-000-262-3__	Purchased Professional and Technical Ser	5,000	0	5,000	2,453	0	2,547
49060	11-000-262-420	Cleaning, Repair, and Maintenance Svc.	15,000	(2,000)	13,000	2,213	3,016	7,771
49120	11-000-262-490	Other Purchased Property Services	11,500	0	11,500	6,592	3,408	1,500
49140	11-000-262-520	Insurance	33,275	(92)	33,183	31,420	0	1,763
49160	11-000-262-590	Miscellaneous Purchased Services	7,000	92	7,092	2,752	4,340	0
49180	11-000-262-610	General Supplies	13,000	5,393	18,393	16,295	296	1,802
49220	11-000-262-622	Energy (Electricity)	150,000	(25,285)	124,715	44,006	74,994	5,715
52200	11-000-270-503	Contract Serv.-Aid in Lieu Pymts-Non-Pub	7,072	1,768	8,840	0	7,956	884
52260	11-000-270-511	Contract Services (Bet. Home & Sch) -Ven	36,720	0	36,720	5,150	29,850	1,720
52280	11-000-270-512	Contr Serv (Oth. Than Bet Home & Sch) -	20,400	(1,768)	18,632	2,778	2,193	13,661
52360	11-000-270-517	Contract Serv. (Reg. Students) – ESCs &	24,004	0	24,004	1,228	22,772	4
52380	11-000-270-518	Contract Serv. (Spl. Ed. Students) – ESC	242,243	0	242,243	54,137	145,863	42,243

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 10 GENERAL CURRENT EXPENSE

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
71020	11-000-291-220	Social Security Contributions	65,000	0	65,000	27,372	32,628	5,000
71060	11-000-291-241	Other Retirement Contributions - PERS	82,551	0	82,551	0	0	82,551
71160	11-000-291-260	Workmen's Compensation	27,000	0	27,000	25,295	0	1,705
71180	11-000-291-270	Health Benefits	775,496	0	775,496	310,263	419,939	45,294
71200	11-000-291-280	Tuition Reimbursement	12,000	0	12,000	1,200	200	10,600
71220	11-000-291-290	Other Employee Benefits	66,988	(38,332)	28,656	4,702	20,000	3,954
72000	11-000-310-930	Transfers to Cover Deficit (Enterprise F	11,652	0	11,652	3,863	4,664	3,126
75860	12-___-__00-73_	Special Schools (All Programs)	0	9,940	9,940	9,940	0	0
76100	12-000-400-600	Supplies and Materials	18,956	0	18,956	0	0	18,956
Total			7,651,420	67,778	7,719,198	2,094,614	4,677,650	946,935

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 20 SPECIAL REVENUE FUNDS

Assets and Resources

**Assets:**

101	Cash in bank		(\$1,888.87)
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	(\$4,859.00)	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	(\$4,859.00)

**Loans Receivable:**

131	Interfund	\$0.00	
151, 152	Other (Net of estimated uncollectable of \$_____)	\$0.00	\$0.00

	Other Current Assets		\$0.00
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**Resources:**

301	Estimated revenues	\$136,207.00	
302	Less revenues	(\$17,613.00)	\$118,594.00

**Total assets and resources** **\$111,846.13**

Liabilities and Fund Equity

**Liabilities:**

101	Cash in bank		(\$1,888.87)
411	Intergovernmental accounts payable - state		\$0.14
421	Accounts payable		\$0.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$2,117.87
	Other current liabilities		\$0.00

**Total liabilities** **\$2,118.01**

Report of the Secretary to the Board of Education  
South Hackensack BOE

Page 8 of 27  
01/04/16 10:34

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 20 SPECIAL REVENUE FUNDS

**Fund Balance:**

**Appropriated:**

753,754	Reserve for encumbrances			\$62,901.74
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	\$136,207.00		
602	Less: Expenditures	(\$26,478.88)		
	Less: Encumbrances	(\$62,901.74)	(\$89,380.62)	\$46,826.38
	Total appropriated			\$109,728.12
<b>Unappropriated:</b>				
770	Fund balance, July 1			\$0.00
771	Designated fund balance			\$0.00
303	Budgeted fund balance			\$0.00
	Total fund balance			<b>\$109,728.12</b>
	Total liabilities and fund equity			<b><u>\$111,846.13</u></b>

**Recapitulation of Budgeted Fund Balance:**

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$136,207.00	\$89,380.62	\$46,826.38
Revenues	(\$136,207.00)	(\$17,613.00)	(\$118,594.00)
Subtotal	<u>\$0.00</u>	<u>\$71,767.62</u>	<u>(\$71,767.62)</u>
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	<u>\$0.00</u>	<u>\$71,767.62</u>	<u>(\$71,767.62)</u>
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	<u>\$0.00</u>	<u>\$71,767.62</u>	<u>(\$71,767.62)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$71,767.62</u>	<u>(\$71,767.62)</u>

Prepared and submitted by : \_\_\_\_\_  
Board Secretary Date



Report of the Secretary to the Board of Education  
South Hackensack BOE

Page 9 of 27  
01/04/16 10:34

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00745	Total Revenues from Local Sources	0	0	0	1,000		(1,000)
00830	Total Revenues from Federal Sources	118,230	17,977	136,207	16,613	Under	119,594
	<b>Total</b>	<b>118,230</b>	<b>17,977</b>	<b>136,207</b>	<b>17,613</b>		<b>118,594</b>
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84100	Local Projects	0	0	0	0	1,000	(1,000)
88740	Total Federal Projects	118,230	17,977	136,207	26,479	61,902	47,826
	<b>Total</b>	<b>118,230</b>	<b>17,977</b>	<b>136,207</b>	<b>26,479</b>	<b>62,902</b>	<b>46,826</b>

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00740	20-1___ Other Revenue from Local Sources	0	0	0	1,000		(1,000)
00775	20-441[1-6] Title I	44,312	17,247	61,559	15,005	Under	46,554
00780	20-445[1-5] Title II	8,691	(359)	8,332	1,608	Under	6,724
00805	20-442[0-9] I.D.E.A. Part B (Handicapped)	65,227	1,089	66,316	0	Under	66,316
Total		118,230	17,977	136,207	17,613		118,594

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84100	20-___-___-___ Local Projects	0	0	0	0	1,000	(1,000)
88500	20-___-___-___ Title I	44,312	17,247	61,559	13,352	35,364	12,843
88520	20-___-___-___ Title II	8,691	(359)	8,332	0	6,349	1,983
88620	20-___-___-___ I.D.E.A. Part B (Handicapped)	65,227	1,089	66,316	13,127	20,189	33,000
Total		118,230	17,977	136,207	26,479	62,902	46,826

Starting date 7/1/2015 Ending date 11/30/2015 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
	<b>Total liabilities</b>	<b>\$0.00</b>

Report of the Secretary to the Board of Education  
South Hackensack BOE

Page 12 of 27  
01/04/16 10:34

Starting date 7/1/2015 Ending date 11/30/2015 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
<b>Unappropriated:</b>				
770	Fund balance, July 1			\$0.00
771	Designated fund balance			\$0.00
303	Budgeted fund balance			\$0.00
	Total fund balance			\$0.00
	<b>Total liabilities and fund equity</b>			<b>\$0.00</b>

**Recapitulation of Budgeted Fund Balance:**

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$0.00	\$0.00	\$0.00
Revenues	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
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	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
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	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Prepared and submitted by : \_\_\_\_\_  
Board Secretary Date

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 30 CAPITAL PROJECTS FUNDS

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Starting date 7/1/2015 Ending date 11/30/2015 Fund: 40 DEBT SERVICE FUNDS

Assets and Resources

**Assets:**

101	Cash in bank		(\$95,922.50)
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		\$751,845.00

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
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**Resources:**

301	Estimated revenues	\$751,845.00	
302	Less revenues	(\$751,845.00)	\$0.00

**Total assets and resources** **\$655,922.50**

Liabilities and Fund Equity

**Liabilities:**

101	Cash in bank		(\$95,922.50)
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**

Report of the Secretary to the Board of Education  
South Hackensack BOE

Page 15 of 27  
01/04/16 10:34

Starting date 7/1/2015 Ending date 11/30/2015 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	\$751,845.00		
602	Less: Expenditures	(\$95,922.50)		
	Less: Encumbrances	\$0.00	(\$95,922.50)	\$655,922.50
	Total appropriated			\$655,922.50
Unappropriated:				
770	Fund balance, July 1			\$0.00
771	Designated fund balance			\$0.00
303	Budgeted fund balance			\$0.00
	Total fund balance			\$655,922.50
	Total liabilities and fund equity			<u>\$655,922.50</u>

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$751,845.00	\$95,922.50	\$655,922.50
Revenues	(\$751,845.00)	(\$751,845.00)	\$0.00
Subtotal	<u>\$0.00</u>	<u>(\$655,922.50)</u>	<u>\$655,922.50</u>
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	<u>\$0.00</u>	<u>(\$655,922.50)</u>	<u>\$655,922.50</u>
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	<u>\$0.00</u>	<u>(\$655,922.50)</u>	<u>\$655,922.50</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>(\$655,922.50)</u>	<u>\$655,922.50</u>

Prepared and submitted by : \_\_\_\_\_  
Board Secretary Date

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 40 DEBT SERVICE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
0093A	Other	751,845	0	751,845	751,845		0
Total		751,845	0	751,845	751,845		0
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89660	Total Regular Debt Service	751,845	0	751,845	95,923	0	655,923
Total		751,845	0	751,845	95,923	0	655,923



Starting date 7/1/2015 Ending date 11/30/2015 Fund: 40 DEBT SERVICE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00890	40-3160 Debt Service Aid Type II	751,845	0	751,845	751,845		0
Total		751,845	0	751,845	751,845		0
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89600	40-701-510-834 Interest on Bonds	191,845	0	191,845	95,923	0	95,923
89620	40-701-510-910 Redemption of Principal	560,000	0	560,000	0	0	560,000
Total		751,845	0	751,845	95,923	0	655,923

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 50 FUND 50

Assets and Resources

**Assets:**

101	Cash in bank		\$8,699.05
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		\$1,462.00
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**Resources:**

301	Estimated revenues	\$10,630.08	
302	Less revenues	(\$13,843.75)	(\$3,213.67)

<b>Total assets and resources</b>		<b><u>\$6,947.38</u></b>
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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	\$1,462.00

<b>Total liabilities</b>	<b>\$1,462.00</b>
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Report of the Secretary to the Board of Education  
South Hackensack BOE

Page 19 of 27  
01/04/16 10:34

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 50 FUND 50

**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		\$10,630.08	
602	Less: Expenditures	(\$15,965.66)		
	Less: Encumbrances	\$0.00	(\$15,965.66)	(\$5,335.58)
	Total appropriated			(\$5,335.58)
<b>Unappropriated:</b>				
770	Fund balance, July 1			\$10,820.96
771	Designated fund balance			\$0.00
303	Budgeted fund balance			\$0.00
	Total fund balance			\$5,485.38
	<b>Total liabilities and fund equity</b>			<b><u>\$6,947.38</u></b>

**Recapitulation of Budgeted Fund Balance:**

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$10,630.08	\$15,965.66	(\$5,335.58)
Revenues	(\$10,630.08)	(\$13,843.75)	\$3,213.67
Subtotal	<u>\$0.00</u>	<u>\$2,121.91</u>	<u>(\$2,121.91)</u>
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	<u>\$0.00</u>	<u>\$2,121.91</u>	<u>(\$2,121.91)</u>
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	<u>\$0.00</u>	<u>\$2,121.91</u>	<u>(\$2,121.91)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$2,121.91</u>	<u>(\$2,121.91)</u>

Prepared and submitted by :

Board Secretary

Date

Report of the Secretary to the Board of Education  
South Hackensack BOE

Page 20 of 27  
01/04/16 10:34

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 50 FUND 50

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		0	10,630	10,630	13,844		(3,214)
Total		0	10,630	10,630	13,844		(3,214)
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	10,630	10,630	15,966	0	(5,336)
Total		0	10,630	10,630	15,966	0	(5,336)

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 50 FUND 50

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
99999	0	10,630	10,630	13,844		(3,214)
Total	0	10,630	10,630	13,844		(3,214)
Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
99999	0	10,630	10,630	15,966	0	(5,336)
Total	0	10,630	10,630	15,966	0	(5,336)

Starting date 7/1/2015 Ending date 11/30/2015 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

Report of the Secretary to the Board of Education  
South Hackensack BOE

Page 23 of 27  
01/04/16 10:34

Starting date 7/1/2015 Ending date 11/30/2015 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
<b>Unappropriated:</b>				
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:**

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$0.00	\$0.00	\$0.00
Revenues	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
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	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
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	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Prepared and submitted by : \_\_\_\_\_  
Board Secretary Date

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 60 ENTERPRISE FUND

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Starting date 7/1/2015 Ending date 11/30/2015 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
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**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

Report of the Secretary to the Board of Education  
South Hackensack BOE

Page 26 of 27  
01/04/16 10:34

Starting date 7/1/2015 Ending date 11/30/2015 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
<b>Unappropriated:</b>				
770	Fund balance, July 1			\$0.00
771	Designated fund balance			\$0.00
303	Budgeted fund balance			\$0.00
	Total fund balance			\$0.00
	<b>Total liabilities and fund equity</b>			<b>\$0.00</b>

**Recapitulation of Budgeted Fund Balance:**

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$0.00	\$0.00	\$0.00
Revenues	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
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	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
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	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$0.00</u>	<u>\$0.00</u>

Prepared and submitted by : \_\_\_\_\_  
Board Secretary Date

Starting date 7/1/2015 Ending date 11/30/2015 Fund: 80 FIXED ASSETS GROUP

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# SOUTH HACKENSCK BOARD OF EDUCATION CASH REPORT

November 30, 2015

	Cash Balance 7/1/2015	Cash Receipts	Cash Disbursements	Cash Balance 7/31/2015
General Fund - 10	2,083,993.70	689,371.90	(367,739.60)	2,405,626.00
Special Revenue Fund - 20	(14,882.45)	16,613.00	(3,619.42)	(1,888.87)
Capital Projects Fund - 30	0.00	0.00	0.00	0.00
Debt Service Fund - 40	(95,922.50)	0.00	0.00	(95,922.50)
Enterprise Fund - 50	17,579.31	3,207.70	(12,087.96)	8,699.05
<b>Total</b>	<b>1,990,768.06</b>	<b>709,192.60</b>	<b>(383,446.98)</b>	<b>2,316,513.68</b>
Payroll Account	0.00	148,972.47	(148,972.47)	0.00
Payroll Agency Account	20,409.93	116,896.37	(117,114.97)	20,191.33
Unemployment Account	12,485.30	2.07	(1,149.05)	11,338.32
Flexible Spending Account	1,212.48	0.21	(0.20)	1,212.49
<b>Grand Total</b>	<b>2,024,875.77</b>	<b>975,063.72</b>	<b>(650,683.67)</b>	<b>2,349,255.82</b>

Deborah Carpino  
Treasurer of School Monies

12/10/2015  
Date

District:

South Hackensack BOE

Month / Year:

Nov 30, 2015

Monthly Transfer Report NJ

Attachment

Page 1 of 2  
01/04/16

Line	Budget Category	Account	(col 1)	(col 2)	(col 3)	(col 4)	(col 5)	(col 6)	(col 7)	(col 8)
			Original Budget	Revenues Allowed NJAC - A:23A-2.3	Original Budget For 10% Calc	Maximum Transfer Amount	YTD Net Transfers to / (from) 11/30/2015	% Change of Transfers YTD	Remaining Allowable Balance From	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	1,513,883	25,790	1,539,673	153,967	38,332	2.49%	192,299	115,635
10300 11160	Total Special Education - Instruction, Total Basic	11-2XX-100-XXX	749,009	41	749,050	74,905	0	0.00%	74,905	74,905
12160 40580	Skills/Remedial - Instruct., Total Bilingual Education -	11-000-216, 217								
41080	Instruction, Total Undistributed Expend - Speech, OT., Total Undist. Expend. - Other Supp. Serv									
15180	TOTAL VOCATIONAL PROGRAMS	11-3XX-100-XXX	0	0	0	0	0	0.00%	0	0
17100 17600	Total School-Sponsored Co/Extra Curricul, Total	11-4XX-X00-XXX	84,365	2,777	87,142	8,714	3,725	4.27%	12,439	4,989
19160 19620	School-Sponsored Athletics - Instr, Total Before/After School									
20620 21620	Programs - Ins, Total Before/After School Programs, Total									
22620 23620	Summer School, Total Instructional Alternative Educatio, Total									
25100	Other Supplemental/At-Risk Program, Total Other Alternative Education Progra, Total Other Instructional Programs - Ins									
27100	Total Community Services Programs/Operat	11-800-330-XXX	17,000	0	17,000	1,700	(3,725)	-21.91%	(2,025)	5,425
29180	Total Undistributed Expenditures - Instr	11-000-100-XXX	2,578,507	0	2,578,507	257,851	0	0.00%	257,851	257,851
29680 30620	Total Undistributed Expenditures - Atten, Total Undistributed	11-000-211, 213,	344,501	612	345,113	34,511	0	0.00%	34,511	34,511
41660 42200	Expenditures - Health, Total Undist. Expend. - Guidance, Total	218, 219, 222								
43620	Undist. Expend. - Child Study Team, Total Undist. Expend. - Edu. Media Serv.									
43200 44180	Total Undist. Expend. - Improvement of I, Total Undist. Expend. - Instructional St	11-000-221, 223	99,250	0	99,250	9,925	0	0.00%	9,925	9,925
45300	Support Serv. - General Admin	11-000-230-XXX	151,970	6,881	158,851	15,885	0	0.00%	15,885	15,885
46160	Support Serv. - School Admin	11-000-240-XXX	61,510	1,475	62,985	6,299	0	0.00%	6,299	6,299
47200 47620	Total Undist. Expend. - Central Services, Total Undist. Expend. - Admin. Info, Tec	11-000-25X-XXX	65,669	160	65,829	6,583	0	0.00%	6,583	6,583
51120	Total Undist. Expend. - Oper. & Maint. O	11-000-26X-XXX	595,674	5,393	601,067	60,107	14,711	2.45%	74,817	45,396
52480	Total Undist. Expend. - Student Transpor	11-000-270-XXX	330,439	0	330,439	33,044	0	0.00%	33,044	33,044
71260	TOTAL PERSONNEL SERVICES -EMPLOYEE	11-XXX-XXX-2XX	1,029,035	0	1,029,035	102,904	(38,332)	-3.73%	64,572	141,236
72020	Total Undistributed Expenditures - Food	11-000-310-XXX	11,652	0	11,652	1,165	0	0.00%	1,165	1,165
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		7,632,464	43,128	7,675,592	767,559	14,711	0.19%	782,270	752,848
75880	TOTAL EQUIPMENT	12-XXX-XXX-73X	0	9,940	9,940	994	0	0.00%	994	994

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) 11/30/2015	(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 Constr	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									
83080	TOTAL SPECIAL SCHOOLS		18,956	9,940	28,896	2,890	0	0.00%	2,890	2,890
84000	Transfer of Funds to Charter Schools	13-XXX-XXX-XXX	0	0	0	0	0	0.00%	0	0
84020	General Fund Contrib. to Charter Schools	10-000-100-56X	0	0	0	0	0	0.00%	0	0
84060	General Fund Contrib. to School-based Bu	10-000-520-930	0	0	0	0	0	0.00%	0	0
	GENERAL FUND GRAND TOTAL		7,651,420	53,068	7,704,488	770,449	14,711	0.19%	785,160	755,738

School Business Administrator Signature

Date

**BOARD SECRETARY'S MONTHLY CERTIFICATION  
BUDGETARY LINE ITEM STATUS**

Pursuant to N.J.A.C. 6A:23-2.11(c)4, I certify that as of 11/30/15, 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:23-2.11(c) 4, I certify that as of 11/30/15, no budgetary line item account has been overexpended in violation of N.J.A.C. 6:20-2:12(a).

  
Board Secretary

1/11/2016

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.

Starting date 12/1/2015

Ending date 12/31/2015

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
040529	12/15/15		0435	Accuscan	\$360.00
040530	12/15/15		0892	Allegro School, Inc	\$21,672.00
040531	12/15/15		0044	American Paper & Supply Company	\$186.20
040532	12/15/15		0978	Aquilina; Anthony	\$76.45
040533	12/15/15		0056	Ares Sportswear	\$181.14
040534	12/15/15		0057	Arrow Elevator Incorporated	\$160.00
040535	12/15/15		0064	Avaya Inc.	\$128.87
040536	12/15/15		0089	Bergen County Special Services School Di	\$14,664.00
040537	12/15/15		0090	Bergen County Tech. Schools	\$6,896.90
040538	12/15/15		0123	Bug Doctor	\$75.00
040539	12/15/15		0933	Bureau of Education and Research	\$478.00
040540	12/15/15		0126	CDW Government, Inc	\$209.69
040541	12/15/15		0146	Christopher Masullo	\$200.00
040542	12/15/15		0196	Delta Dental Plan Of NJ	\$12,088.74
040543	12/15/15		0940	Direct Energy Business/Gas	\$376.96
040544	12/15/15		0242	Elizabeth Church	\$480.00
040545	12/15/15		0247	Englewood Public School District	\$353.60
040546	12/15/15		0252	Epic Associates	\$109.40
040547	12/15/15		0268	First Student Inc.	\$778.62
040548	12/15/15		0857	Fogarty and Hara, Counsellors-at-Law	\$192.50
040549	12/15/15		0977	Glen Rock Community School	\$100.00
040550	12/15/15		0298	Gopher	\$405.40
040551	12/15/15		0306	Hackensack Board Of Education	\$263,736.20
040552	12/15/15		0317	Heights Flower Shoppe	\$50.00
040553	12/15/15		0356	John A Earl, Inc.	\$1,207.78
040554	12/15/15		0364	Johnston Communications	\$3,500.00
040555	12/15/15		0943	Knex Limited Partnership Group	\$1,150.00
040556	12/15/15		0130	Konica Minolta Premier Finance	\$1,127.81
040557	12/15/15		0433	Manuel Diaz	\$1,360.00
040558	12/15/15		0805	McCabe Environmental Services, LLC	\$140.00
040559	12/15/15		0941	McGraw Hill Education	\$79.19
040560	12/15/15		0463	Memorial School Activity Fund	\$180.00
040561	12/15/15		0464	Memorial School Principals Ac	\$776.50
040562	12/15/15		0468	Metro Fire & Safety Equipt.	\$349.00
040563	12/15/15		0879	MyLocker.net	\$1,113.55
040564	12/15/15		0854	National Geographic Explorer	\$396.00
040565	12/15/15		0929	Neptune Township Board of Education	\$10,763.88
040566	12/15/15		0529	North Jersey Media Group	\$42.01
040567	12/15/15		3564	Omni Waste Services, Inc	\$754.00



Starting date 12/1/2015

Ending date 12/31/2015

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
040568	12/15/15		0128	Optimum	\$2,114.25
040569	12/15/15		0545	P S E & G Co.	\$2,557.69
040570	12/15/15		0969	Pepe Plumbing & Heating Corp.	\$1,022.42
040571	12/15/15		0408	Perdomo; Luis E.	\$318.33
040572	12/15/15		0920	Pitney Bowes Inc.	\$104.97
040573	12/15/15		0961	PKA Technologies Inc	\$2,243.19
040574	12/15/15		0882	ReadyRefresh by Nestle	\$109.97
040575	12/15/15		0607	Regal Stamp & Sign Co., Inc.	\$58.50
040576	12/15/15		0612	Ridgefield Board Of Education	\$27,586.80
040577	12/15/15		0976	School Pride Ltda	\$670.00
040578	12/15/15		0960	Shaw's Lock Service Inc.	\$375.00
040579 V	12/15/15	12/15/15	00.0	\$ Multi Stub Void	
040580	12/15/15		0684	South Bergen Jointure Comm.	\$292,900.67
040581	12/15/15		0688	South Jersey Energy	\$10,416.48
040582	12/15/15		0695	Staples Business Advantage	\$1,095.46
040583	12/15/15		0710	Summit Medical Management Svc	\$400.00
040584	12/15/15		0748	The Master Teacher	\$49.95
040585	12/15/15		0791	United Water New Jersey	\$1,092.63
040586	12/15/15		0795	Valentine Stanowski-Thom	\$114.00
122015 H	12/15/15		0699	State Of NJ Health Ben.prog.	\$61,880.65
123115	12/30/15		PAY	South Hackensack BOE Payroll	\$261,781.84
123215 H	12/30/15		0108	Board Of Ed. Payroll Agency	\$5,274.20
123315 H	12/31/15		0108	Board Of Ed. Payroll Agency	\$12,731.34

Starting date 12/1/2015

Ending date 12/31/2015

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Fund Totals		
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10	GENERAL CURRENT EXPENSE	\$12,731.34
11	GENERAL CURRENT EXPENSE	\$968,365.68
20	SPECIAL REVENUE FUNDS	\$48,299.42
50	FUND 50	\$2,401.29
Total for all checks listed		\$1,031,797.73

Prepared and submitted by:

  
Board Secretary

1/5/2016  
Date

**Petty cash disbursements:**

12/16/2015	Elizabeth Schaefer	Board Name Plates	13.00
12/22/2015	Elizabeth Schaefer	Milk/brown paper bags	2.78

**Food disbursements:****Check#**

None

**Athletic disbursements:****Check#**

12/1/2015	Nick Ulliana	1083	52.00
12/1/2015	Nick Ulliana	1084	52.00
12/3/2015	Michael Prulello	1085	52.00
12/3/2015	Michael Prulello	1086	52.00
12/3/2015	Will O'Toole	1087	52.00
12/3/2015	Will O'Toole	1088	52.00
12/17/2015	Donald Pawson	1089	52.00
12/17/2015	Donald Pawson	1090	52.00
12/17/2015	James DeLamater	1091	52.00
12/17/2015	James DeLamater	1092	52.00