

SOUTH HACKENSACK BOARD OF EDUCATION
Regular Meeting Minutes
Monday, December 14, 2015

A regular meeting of the Board of Education was held on Monday, December 14, 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 Vice - 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: Ms. Davis, Mrs. Lofaro, Ms. Obando, Mr. Perdomo, Mrs. Regan

Absent: Ms. Encarnacion

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

Mrs. Lofaro led the Board in the Flag salute

Approximately 5 people in attendance

Presentations: Mr. Maceri stated that the two candidates that were interested in the board position where invited to attend the meeting. The board members interviewed each candidate individually by asking a number of questions. Each candidate was evaluated and given an overall score. The board thanked the candidates for their interest in wanting to serve on the board. Mrs. Lofaro stated that the board would meet in private session to discuss their final decision.

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: 10/5/15, 10/19/15, 11/2/15, 11/9/15

(On file in the business office) moved by Ms. Obando, seconded by Davis

Roll Call:

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

Approval of Correspondence: 11/2015

(On file in the business office) moved by Mrs. Regan, seconded by Ms. Obando

Roll Call:

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

Report of the Superintendent:

Mr. Maceri opened his discussion by asking the board members if they had any questions or needed any clarification on any of the resolutions presented and discussed at the workshop meeting on December 7, 2015. No comments or questions were voiced. Mr. Maceri informed the board that the district no longer is required to have a Treasurer. Mr. Maceri stated that Mrs. Scholz, Mrs. Schaefer and Mrs. Messery will oversee this duty at no additional cost to the district. The reconciliation of the accounts will continue to be done on a monthly basis as required. There will continue to be checks and balances and the district will be in compliance with the separation of duties. The appointment of the Treasurer is done during the re-organization meeting every year. Since we are abolishing this position the treasurer will not be reappointment for 2016. Mr. Maceri stated that if the board is in agreement with this, he will notify the Treasurer of their decision in person. Other matters discussed were the current enrollment and the next Superintendent Forum. Mr. Maceri shared some good news with the board regarding some activities that the students were

involved in. Mrs. Criscione had Grades 2 to 6 students earn money at home for doing chores and a total of \$145.34 was collected and donated to the Community Food Bank of New Jersey. This was a "generosity" project to help students gain a sense of pride. This was also a great math activity. Mrs. Thom science classes purchased KNEX kits for an Alternative Energy Unit for middle school students. The funds for this purchase were through BCUA (Bergen County Utilities Authority). This was a \$1000.00 grant that the district was awarded. These kits will be implemented in lessons that are in the spirit of the new science standards. Mr. Masullo led our students in a Robotics Team completion. This was a first for our district. The district completed against various schools and our district won the competition. Mrs. Kipp's 7th grade students worked with 2nd graders on research projects. The 7th graders assisted students using laptops to research their chosen animal and composed a report based on their findings. Other matters discussed were the Professional Learning Communities meeting dates, Social Skills schedule, Memorial School Holiday Fund, Conference Week and attendance report. Mr. Maceri announced the students of the month for the month of November in the subject of Mathematics, Social Studies, English Language Arts and Science. Mr. Maceri asked the board if they would consider a Holiday shut down for the staff that normally comes in during that time. He is requesting a shutdown for December 28th through December 30th. The custodian staff would work one or two days depending how much they needed to do. Mrs. Schaefer stated that due to a board meeting on January 4, 2016 she would only take 2 out of the 3 days so as to get the agenda out to the board. The board seemed to have no problem with this request and left this to Mr. Maceri's discretion.

OLD BUSINESS: None

NEW BUSINESS:

The following resolutions were moved by Mrs. Regan, 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 for the school year 2015-2016:
Accept Monthly Discipline Report
3 In-school suspensions

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)

3 investigations (November)
1 investigation (December)

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 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 | \$19.50 without Medical Benefits / \$20.00 with Medical Benefits |

5. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following college students to complete their student teaching semester at Memorial School during their Spring semester:

| College Student's Name | Subject | Cooperating Teacher |
|------------------------|--------------------|---------------------|
| Brittany Yannetti | Physical Education | Jason Chirichella |
| Breanne DeVico | Resource | Kelly Marrella |
| Antonia Pitasi | Social Studies | Patricia Dinallo |

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

| Student Number | Enrolled | Tuition (Does NOT include transportation) |
|----------------|------------------|---|
| 467 | October 30, 2015 | Approximately \$50,695.60 |
| 641 | December 2, 2015 | \$39,700 |
| 642 | December 2, 2015 | \$39,700 |

7. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education ratify entering into a tuition contract with Fort Lee Board of Education for receiving/sending a student (grade 9) under the McKinney-Vento Act at the rate provided by the 2015-2016 contract as follows: Grades 9-12 \$14,491.00 per year.
8. 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 |
|--------------------|---|---|-------------|
| Laura Criscione | Paramus Literacy Coaching Course | September 29, 2015 October 26, 2015 November 13, 2015 | FREE |
| James Parisi | Operation & Maintenance Refresher Class | November 10, 2015 | \$140.00 |
| Priscilla Gonzalez | Legal Topics for Administrative Assistants presented by Rodney Hara | December 2, 2015 | \$100.00 |
| Gina Kipp | Creating the Research Simulation Task | December 7, 2015 | FREE |
| Susan D'Elia | Creating the Research Simulation Task | December 7, 2015 | FREE |

9. 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 |
|-----------------|----------------------------------|--|-------------|
| Laura Criscione | Paramus Literacy Coaching Course | December 17, 2015 January 26, 2016 February 24, 2016 March 22, 2016 April 13, 2016 May 19, 2016 | FREE |

10. 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 |
|---|--|-----------------------|-------------|
| PreK Kindergarten 1 st | "Ladybug Girl & Bumblebee Boy" at Kean Stage | Monday, March 7, 2016 | 10:30 a.m. |
| 7 th | "Out of Bounds" musical about cyberbullying at NJPAC | Friday, March 4, 2016 | 10:00 a.m. |
| 4 th grade | Orchestra | Monday, May 23, 2016 | 10:00 a.m. |

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

| Grade(s) | Trip | Date | Time |
|-----------------|----------------------|-----------------------------|-------------|
| Robotics Team | Robotics Competition | Wednesday, December 2, 2015 | 3:30 p.m. |

12. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the establishment or eliminate the following special education programs or services (*as presented*):

| Grade / Subject | Eliminated/Established | Room # |
|-----------------------------------|------------------------|----------|
| 3 rd grade Mathematics | Eliminated | N/A |
| 4 th grade Mathematics | Eliminated | N/A |
| 4 th grade Reading | Eliminated | Room 122 |
| 4 th grade Reading | Established | Room 106 |
| 6 th grade Mathematics | Eliminated | Room 115 |
| 6 th grade Mathematics | Established | Room 122 |

13. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the first reading of the Board of Education's regulations/policies 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)

14. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the request to discard the following items on the "Fixed Asset Report":

| Fixed Asset Tag Number | Description of Item |
|------------------------|---------------------|
| 000094 | Server |
| 000093 | Server |
| 000095 | Server |

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 December 2015 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 B*)

Board Secretary's Report
Treasurer's Report
Monthly Fund Transfer Report
October 2015

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 November 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.

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 December 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

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

(*Attachment C*)

| | |
|---------|---------------|
| Fund 10 | \$ 367,739.59 |
| Fund 20 | \$ 3,619.42 |
| Fund 30 | \$ 0 |
| Fund 40 | \$ 0 |
| Fund 50 | \$ 1,677.23 |
| Total | \$ 373,036.24 |

21. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Joint Transportation Agreements and Transportation Services Agreements between the South Hackensack Board of Education and the Englewood Public School District for choice students attending Dwight Morrow High School for the 2015-2016 school year.
22. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education appoint Teresa Lofaro as President of the Board of Education.
23. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education appoint Yris Encarnacion as Vice President of the Board of Education.
24. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the advertising of the 2016 workshop and regular Board of Education meeting calendar in the Record. (*Attachment D*)
25. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Little Ferry Baseball team to use the school's gymnasium on Friday evenings. (*Attachment E*)

Roll Call:

Ayes: Ms. Davis, Mrs. Lofaro, Ms. Obando, Mr. Perdomo, Mrs. Regan

Abstain: None

Absent: Ms. Encarnacion

Resolutions Approved

OPEN PUBLIC HEARING: Mrs. Lofaro thanked Ms. Obando for her 3 years of dedication to the board and the students of Memorial school and wished her the best. Ms. Obando stated that it has been an honor working with the board and thanked them for their hard work to the district. Mr. Maceri also thanked Ms. Obando and wished her much happiness and best wishes.

PRIVATE SESSION:

Mrs. Regan motioned, Ms. Obando seconded, to Private session @8:15 p.m. – Personnel

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

matters of confidential nature relating to 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. Regan motioned, Ms. Obando seconded, to return to public session @8:37 p.m.

Meeting adjourned at 8:37 p.m.

Moved by Mrs. Regan, seconded by Ms. Obando

All in favor

Respectfully submitted,

Elizabete Schaefer
Board Secretary