

SOUTH HACKENSACK BOARD OF EDUCATION

Monday, March 14, 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): 2/1/16, 2/8/16**
- 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: ITEMS 1 THROUGH 29

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
January 2016	0
February 2016	0

2. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following for the school year 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
January 2016	2
February 2016	0

3. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following for the school year 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 amended 2016-2017 school calendar.
(Attachment B)

5. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the reimbursement of the Principal's Account in the amount of \$907.24.

Description	Cost
UCC Cheerleading	\$755.00
IPad Stand	\$50.00
Barnes and Noble	\$102.24

6. 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
Tricia Smith	NJASSW	March 14, 2016	\$125.00

7. 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
Kelly Marrella	Strengthening Your Special Needs Students' Executive Function Skills	February 26, 2016	\$239.00 <i>Funded with Title I</i>

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

Grade	Trip	Date	Time
Grade 5	"Seussical" at Papermill Playhouse	June 10, 2016	9:00 a.m.-12:00 p.m.
Grade 2	Museum of Natural History	April 1, 2016	8:30 a.m.-2:30 p.m.

9. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the amended regulation. (*Attachment C*)

R 5200 Attendance

10. 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 D*)

11. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education amend the special education for the following student, who was originally board approved in October 2015:

Student	Enrolled	Description	Cost (Does NOT include transportation)
595	September 14, 2015	Tuition	\$15,000
		One-to-one Aide	\$10,750
		OT & Behavioral Sessions	\$78 per session (Estimated to receive 6 sessions per week)

12. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the use of a school laptop for student number 811.
13. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approves the adoption of the New Jersey School Boards Association PARCC Regulation. (Attachment E)
14. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the South Hackensack Strikers to use the Memorial School's soccer field, March 7 to June 29, 2016 on Mondays and Wednesdays from 6:00 p.m. to 8:00 p.m. (Attachment F)
15. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the requests of the following faculty members to have their child / children attend classes at Memorial School during the school year 2016-2017 at a rate of \$1,600.00 per child. (Attachment G)

Faculty Member	Number of Children	Total Cost Per Year
Rita Liggio	1	\$1,600.00
Kristin Forsdahl	2	\$3,200.00

16. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the service contract for the school year 2016-2017. (Attachment H)

Company	Service	Effective	Cost
Ed-Data	Maintain and coordinate the district's supply requirements and inclusion in the New Jersey Cooperative Pricing System #26EDCP.	July 1, 2016-June 30, 2017	\$900.00 / year

17. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Linkage Agreement between the South Bergen Jointure Commission and the South Hackensack Board of Education for the school year 2016-2017. (*Attachment I*)
18. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Business Administrator to pay March 2016 bills.
19. 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 J*)
- Board Secretary's Report
 - Treasurer's Report
 - Monthly Fund Transfer Report
 - January 2016
20. 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.
21. 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 February 2016 in the amount of \$253,626.32 that the President of the Board, the School Business Administrator and the Superintendent be, and they hereby are, authorized to sign warrants up to and including the above.
22. 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 March 2016 in the amount of \$250,000.00 the President of the Board, the School Business Administrator and the Superintendent be, and they hereby are, authorized to sign warrants up to and including the above \$250,000.00
23. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Bill List for February 2016.

(*Attachment K*)

Fund 10	\$ 558,434.29
Fund 20	\$ 26,699.42
Fund 30	\$ 0
Fund 40	\$ 655,922.50
Fund 50	\$ 2,056.70
Total	\$ 1,243,112.91

24. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve and accept the South Hackensack Purchasing Manual and the South Hackensack Guide for Business Office Standards Operating Procedures and Internal Controls for the 2015-2016 school year.
25. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the 3 year (July 1, 2016 to June 30, 2019) shared services agreement with the Hasbrouck Heights School District for the Assistant Technology Coordinator (*Attachment L*)
26. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the 3 year (July 1, 2016 to June 30, 2019) School Business Administrator and Business Office Shared Services agreement between the Hasbrouck Heights Board of Education and the South Hackensack board of Education. (*Attachment M*)
27. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the 3 year (July 1, 2016 to June 30, 2019) the renewal of Membership and Indemnity and Trust Agreement with School Alliance Insurance Fund (SAIF)
(*Attachment N*)
28. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the preliminary 2016-2017 school year budget as follows:

	Budget	Tax Levy
Total General Fund	\$7,895,325	\$7,081,352
Total Special Revenue	\$ 136,207	-
Total Debt Service	\$ 754,220	\$ 754,220
Total	\$8,785,752	\$7,835,572

29. Be it Resolved that upon the Recommendation of the Superintendent of Schools the South Hackensack Board of Education advertise and approve holding the Public Hearing for discussion/adoption of the 2016-2017 school budget on May 2, 2016 at 7:30 p.m.

March 2016

South Hackensack School District - Memorial School / Calendars

Sun	Mon	Tue	Wed	Thu	Fri	Sat
8:30am Cheerleading FDU Competition	Group II Faculty Meeting Night Gym PEO Box Tops Deadline - Please submit all boxtops	1	2 3:30pm Robotics Competition in the Gym	3 Night Gym 8:45am ACCESS for ELLs Test Kindergarten 1:45pm Dr. Seuss - Milk and Cookies (grades PK-2)	4 1:00 PM DISMISSAL / Teacher in-Service 10:00am Class Trip 7th Grade: NJ PAC "Out of Bounds"	5
	7 General Faculty Meeting Room 113 Night Gym Progress Reports 8:45am ACCESS for ELLs Test - Kindergarten 10:30am Field Trip PK, KG & 1st Grades: "Ladybug Girl & Bumble Bee Boy" 6:30pm 8th Grade Parent Meeting (D.C. Trip) Room 113 7:30pm Board of Education Meeting / Budget Discussion	8 8:00am STEAM Grade 6 Mrs. Thom	9 8:45am ACCESS for ELLs Test - Kindergarten 9:00am STEAM Grade 6 Ms. Caporino	10 Night Gym 8:45am ACCESS for ELLs Test - Kindergarten 9:00am STEAM Grade 7	11 8:45am ACCESS for ELLs Test - Kindergarten 7:00pm School Dance (Grades 6-8)	12
	14 Group III Faculty Meeting Night Gym 8:00am ACCESS for ELLs Test - 8th Grade 9:00am STEAM Grade 8 1:00pm ACCESS for ELLs Test - Kindergarten 3:15pm Intramurals Informational Meeting 7:30pm Board of Education Meeting / Budget Advisory Meeting	15 12:00pm PEO Shoparoo (2nd grade) and Box Tops (7th grade) lunch	16 ACCESS for ELLs Test Grades 3-5 Science Fair	17 Night Gym PEO Bagel Breakfast	18 Teacher in Service - SCHOOL CLOSED	19
20	21 Group IV Faculty Meeting ACCESS for ELLs Test Grade 1 Night Gym	22 1:30pm Pre-K & Kindergarten Spring Registration	23 ACCESS for ELLs Test Grade 2 Recreation Easter Show	24 Night Gym 1:30pm L.E.A.D.S. Ceremony & Graduation - Grades 6 & 7 6:00pm Workshop: Getting Connected with your Child's Education (in the Media Center)	25 Good Friday - SCHOOL CLOSED	26 11:00am South Hackensack Recreation Easter Egg Hunt
27	28 ACCESS for ELLs Test - Writing Grades 1-3	29	30	31	3rd Marking Period	

Sun	Group I Faculty Meeting	Tue	Wed	Thu	Ends 7:00pm Fri	Sat
					Grade 6 Book Club Evening	

Attachment **B**

South Hackensack Memorial School | 2016-2017 CALENDAR

SEPTEMBER 2016						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

- 1, 2 Teachers Report
School Closed
- 5 Labor Day – School
Closed
- 6 Students Report
- 19 Days**

MARCH 2017						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

- 17 Teacher In-Service – School
Closed
- 22 Days**

OCTOBER 2016						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 7 Teacher In-Service -
School Closed
- 10 Columbus Day –
School Closed
- 19 Days**

APRIL 2017						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

- 14 Good Friday – School
Closed
- 17 – 21 Spring Recess – School
Closed
- 14 Days**

NOVEMBER 2016						
S	M	T	W	Th	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

- 8 Election Day – 1:00 p.m.
Dismissal
- 10, 11 NJEA Convention –
School Closed
- 23 Thanksgiving Recess –
1:00 p.m. Dismissal
- 24, 25 Thanksgiving Recess –
School Closed
- 18 Days**

MAY 2017						
S	M	T	W	Th	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

- 29 Memorial Day – School
Closed
- 22 Days**

DECEMBER 2016						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31

- 23 1:00 p.m. Dismissal
- 26 – 30 Christmas Recess –
School Closed
- 17 Days**

JUNE 2017						
S	M	T	W	Th	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	

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

JANUARY 2017						
S	M	T	W	Th	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

- 2 Christmas Recess –
School Closed
- 16 M.L. King Day – School
Closed for students -
Teacher In-Service
- 20 Days**

JULY 2017						
S	M	T	W	Th	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

- 4 Independence Day
- 3-28 Summer Recreation
Program

FEBRUARY 2017						
S	M	T	W	Th	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28				

- 20 - 24 Winter Recess – School
Closed
- 15 Days**

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

-Approved at the _____
Board of Education meeting-

REGULATION

SOUTH HACKENSACK BOARD OF EDUCATION

Attachment C

PUPILS
R 5200/ Page 1 of 10
Attendance

R 5200 ATTENDANCE

A. Definitions

1. For the purposes of school attendance, a "day in session" shall be a day on which the school is open and students are under the guidance and direction of a teacher or teachers engaged in the teaching process. Days on which school is closed for such reasons as holidays, teachers' institutes, and inclement weather shall not be considered as days in session.
2. A "school day" shall consist of not less than four hours, except that one continuous session of two and one-half hours may be considered a full day of Kindergarten.
3. "A day of attendance" shall be one in which the student is present for a full day under the guidance and direction of a teacher while school is in session.
 - a. Whenever over-crowded conditions make it necessary to hold two separate sessions with a different group of students in each session, a student attending for all of either session shall be regarded as having attended for the full day. An excused absence for any reason shall not be counted as a day of attendance in the school register.
4. A "half-day class" shall be considered the equivalent of a full day's attendance only if in session for four hours or more, exclusive of recess periods or lunch periods.

B. Attendance Recording

1. A record of the attendance of all students on roll in a school register shall be kept each day that school is in session by a teacher or other authorized person. It shall be the duty of this person to keep the attendance records according to these rules and the specific instructions issued by the Commissioner of Education.



REGULATION

SOUTH HACKENSACK BOARD OF EDUCATION

PUPILS
R 5200/ Page 2 of 10
Attendance

2. No student shall be recorded as present unless the school is in session and the student so recorded is under the guidance and direction of a teacher in the teaching process.
3. A student shall be recorded as absent in the school register when not in attendance at a session of the school while a member of the school, except students excused due to religious holidays who shall be recorded as excused.
4. A student shall be recorded as either present, absent, or excused for religious observance, every day the school is in session after the student enters until the date the student is transferred to another school, transferred to an individual home instruction record, or officially leaves the school system.
5. The Commissioner shall annually prescribe a list of religious holidays on which it shall be mandatory to excuse students for religious observance upon the written request signed by the parent or person standing in loco parentis.
6. The mere presence of a student at roll call shall not be regarded as sufficient attendance for compliance with N.J.A.C. 6A:32-8.3. In a school, which is in session during both the forenoon and the afternoon, a student shall be present at least one hour during both the forenoon and the afternoon in order to be recorded as present for the full day. In a school, which is in session during either the forenoon or the afternoon, a student shall be present at least two hours in the session in order to be recorded as present for the full day.
7. A student not present in school because of his/her participation in an approved school activity, such as a field trip, meeting, cooperative education assignment, or athletic competition will be considered to be in attendance.

C. Unexcused Absences That Count Toward Truancy/Excused Absences

1. "An unexcused absence that counts toward truancy" is a student's absence from school for a full or a portion of a day for any reason that is not an "excused absence" as defined below.



REGULATION

SOUTH HACKENSACK BOARD OF EDUCATION

PUPILS
R 5200/ Page 3 of 10
Attendance

2. "An excused absence" is a student's absence from school for a full day or a portion of a day for the observance of a religious holiday pursuant to N.J.S.A. 18A:36-14 through 16, or any absence for the reasons listed below:

- The student's illness

Supported by notification to the school by the student's parent;

- The student's required attendance in court;
- Where appropriate, when consistent with Individualized Education Programs, the Individuals with Disabilities Act, accommodation plans under 29 U.S.C. §§ 794 and 705(20), and individualized health care plans;
- The student's suspension from school;
- Family illness or death

Supported by notification to the school by the student's parent;

- Visits to secondary educational institutions;
- Necessary and unavoidable medical or dental appointments that cannot be scheduled at a time other than the school day;
- Take Our Children to Work Day;
- An absence considered excused by a New Jersey Department of Education rule;
- An absence for a reason not listed above, but deemed excused by the Principal upon a written request by the student's parent stating the reason for the absence and requesting permission for the absence to be an excused absence.



REGULATION

SOUTH HACKENSACK BOARD OF EDUCATION

PUPILS
R 5200/ Page 4 of 10
Attendance

3. "Truancy" means ten or more cumulative unexcused absences that count toward truancy of a student between the ages of six and sixteen as determined by the Board's Attendance Policy and Regulation pursuant to N.J.A.C. 6A:16-7.6(a)4.iii. and the definition of school day pursuant to N.J.A.C. 6A:32-8.3. Any absence not listed in C.2. above shall be an unexcused absence counted toward truancy.
4. "Unexcused tardiness" may constitute an unexcused absence that counts toward truancy in accordance with Policy 5240.

D. Notice to School of a Student's Absence

1. The parent or adult student is requested to call the school office before the start of the student's school day.
2. The parent of the student or an adult student who will attend the morning session, but will not attend the afternoon session should call or provide notice to the school office before the start of the afternoon session.
3. The parent or adult student who anticipates a future absence or anticipates that an absence will be prolonged should notify the school office to arrange make-up work.

E. Readmission to School After an Absence

1. A student returning from an absence of any length of time must provide a written statement that is dated and signed by the parent or adult student listing the reason for the absence.
2. A note explaining a student's absence for a noncommunicable illness for a period of more than three (3) school days must be accompanied by a physician's statement of the student's illness with medical clearance to return to school.
3. A student who has been absent by reason of having or being suspected of having a communicable disease must present to the school nurse written evidence of being free of communicable disease, in accordance with Policy 8451.



F. Instruction

1. Teachers shall cooperate in the preparation of home assignments for students who anticipate an excused absence of three (3) or more school days duration. The parent or student must request such home assignments.
2. A student who anticipates an absence due to a temporary or chronic health condition may be eligible for home instruction in accordance with Policy 2412. The parent must request home instruction.
3. Students absent for any reason are expected to make up the work missed. The parent or student is responsible for requesting missed assignments and any assistance required. Teachers will provide make-up assignments as necessary.
4. In general, students will be allowed a reasonable amount of time (one day for each day absent) to make up work as determined by the teacher to make up missed work.
5. A student who missed a test or an exam shall be offered an opportunity to take the test, exam, or an appropriate alternate test.

G. Denial of Course Credit

1. The teacher will determine the credit to be awarded a student for make-up work. Where class participation is a factor in the learning process, the teacher may consider a student's absence in determining a final grade, except absences for the observance of a religious holiday or absence for a student's suspension from school will not adversely affect the student's grade. The teacher may record an incomplete grade for a student who has not had a full opportunity to make up missed work.



REGULATION

SOUTH HACKENSACK BOARD OF EDUCATION

PUPILS
R 5200/ Page 6 of 10
Attendance

2. An elementary student may be retained at grade level, in accordance with Policy 5410, when he/she has been absent twenty (20) or more school days, whatever the reason for the absence, except that absences for the observance of a religious holiday and absences due to student's suspension will not count toward the total.

Exceptions to this rule may be made for students who have demonstrated through completion of home assignments and/or home instruction that they have mastered the proficiencies established for the assigned courses of study.

H. School District Response To Unexcused Absences During the School Year That Count Toward Truancy

1. For up to four (4) cumulative unexcused absences that count toward truancy, the Principal or designee shall:
 - a. Make a reasonable attempt to notify the student's parent of each unexcused absence prior to the start of the following school day;
 - b. Make a reasonable attempt to determine the cause of the unexcused absence, including through contact with the student's parent;
 - c. Identify, in consultation with the student's parents, needed action designed to address patterns of unexcused absences, if any, and to have the child return to school and maintain regular attendance;
 - d. Proceed in accordance with the provisions of N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-10, if a potentially missing or abused child situation is detected; and
 - e. Cooperate with law enforcement and other authorities and agencies, as appropriate.



2. For between five and nine cumulative unexcused absences that count toward truancy, the Principal or designee shall:
 - a. Make a reasonable attempt to notify the student's parent of each unexcused absence prior to the start of the following school day;
 - b. Make a reasonable attempt to determine the cause of the unexcused absence, including through contact with the student's parent;
 - c. Evaluate the appropriateness of action taken pursuant to N.J.A.C. 6A:16-7.6(a)4.i.(3) and H.1.c. above;
 - d. Develop an action plan to establish outcomes based upon the student's patterns of unexcused absences and to specify the interventions for supporting the student's return to school and regular attendance, which may include any or all of the following:
 - (1) Refer or consult with the building's Intervention and Referral Services Team, pursuant to N.J.A.C. 6A:16-8;
 - (2) Conduct testing, assessments, or evaluations of the student's academic, behavioral, and health needs;
 - (3) Consider an alternate educational placement;
 - (4) Make a referral to or coordinate with a community-based social and health provider agency or other community resource;
 - (5) Refer to a court or court program pursuant to N.J.A.C. 6A:16-7.6(a)4.iv. and H.4. below;
 - (6) Proceed in accordance with N.J.S.A. 9:6-1 et seq. and N.J.A.C. 6A:16-10, if a potential missing or abused child situation is detected; and
 - (7) Engage the student's family.



REGULATION

SOUTH HACKENSACK BOARD OF EDUCATION

PUPILS
R 5200/ Page 8 of 10
Attendance

- c. Cooperate with law enforcement and other authorities and agencies, as appropriate.
- 3. For ten or more cumulative unexcused absences that count toward truancy, a student between the ages of six and sixteen is truant, pursuant to N.J.S.A. 18A:38-25, and the Principal or designee shall:
 - a. Make a determination regarding the need for a court referral for the truancy, per N.J.A.C. 6A:16-7.6(a)4.iv. and H.4. below;
 - b. Continue to consult with the parent and the involved agencies to support the student's return to school and regular attendance;
 - c. Cooperate with law enforcement and other authorities and agencies, as appropriate; and
 - d. Proceed in accordance with N.J.S.A. 18A:38-28 through 31, Article 3B, Compelling Attendance at School, and other applicable State and Federal statutes, as required.
- 4. A court referral may be made as follows:
 - a. When unexcused absences that count toward truancy are determined by school officials to be violations of the compulsory education law, pursuant to N.J.S.A. 18A:38-25, and the Board of Education's policies, in accordance with N.J.A.C. 6A:16-7.6(a), the parent may be referred to Municipal Court.
 - (1) A written report of the actions the school has taken regarding the student's attendance shall be forwarded to the Municipal Court; or
 - b. When there is evidence of a juvenile-family crisis, pursuant to N.J.S.A. 2A:4A-22.g, the student may be referred to Superior Court, Chancery Division, Family Part.



REGULATION

SOUTH HACKENSACK BOARD OF EDUCATION

PUPILS
R 5200/ Page 9 of 10
Attendance

(1) A written report of the actions the school has taken regarding the student's attendance shall be forwarded to the Juvenile-Family Crisis Intervention Unit.

5. For a student with a disability, the attendance plan and its punitive and remedial procedures shall be applied, where applicable, in accordance with the student's IEP, pursuant to 20 U.S.C. §§ 1400 et seq., the Individuals with Disabilities Education Act; the procedural protections set forth in N.J.A.C. 6A:14; accommodation plan under 29 U.S.C. §§794 and 705(20); and individualized health care plan and individualized emergency healthcare plan pursuant to N.J.A.C. 6A:16-2.3(b)5.xii.

6. All receiving schools pursuant to N.J.A.C. 6A:14-7.1(a), shall act in accordance with N.J.A.C. 6A:16-7.6(a)4.i. and H.1. above for each student with up to four cumulative unexcused absences that count toward truancy.

a. For each student attending a receiving school with five or more cumulative unexcused absences that count toward truancy, the absences shall be reported to the sending school district.

(1) The sending school district shall proceed in accordance with the Board of Education's policies and procedures pursuant to N.J.A.C. 6A:16-7.6(a) and H.5. above and the provisions of N.J.A.C. 6A:16-7.6(a)4.ii. through iv. and H.2. through H.5. above, as appropriate.

I. Discipline

1. Students may be denied participation in co-curricular activities if the Board establishes attendance standards for participation.
2. Students may be denied participation in athletic competition if the Board establishes attendance standards for participation.



REGULATION

SOUTH HACKENSACK BOARD OF EDUCATION

PUPILS
R 5200/ Page 10 of 10
Attendance

3. No student who is absent from school for observance of a religious holiday may be deprived of any award or of eligibility for or opportunity to compete for any award because of the absence.

J. Recording Attendance

1. Teachers must accurately record the students present, tardy, or absent each day in each session or each class. Attendance records must also record students' attendance at out-of-school curricular events such as field trips.
2. A record shall be maintained of each excused absence, and each unexcused absence that counts toward truancy as defined in Policy and Regulation 5200.
3. A report card will record the number of times the student was absent and tardy in each marking period.
4. A student's absence for observance of a religious holiday will not be recorded as such on any transcript or application or employment form.

K. Appeal

1. Students may be subject to appropriate discipline for their school attendance record.
2. The parents of a student who has been retained at grade level for excessive absences may appeal that action in accordance with Policy 5410.

L. Attendance Records

1. Attendance records for the school district and each school will be maintained and attendance rates will be calculated as required by the New Jersey Department of Education. The school district will comply with all attendance requirements and any improvement plans as required by the Department of Education

Issued: 09 February 2009
Revised: 12 January 2015
Revised: 14 March, 2016



SOUTH HACKENSACK MEMORIAL SCHOOL
List of approved substitute staff for the 2015 - 2016 school year

Approved at the _____ Board Meeting

Name	Address		Certificate(s)	Telephone Number(s)
Laura Gagliostro	290 Howland Avenue	River Edge	CEAS	201-755-4024 201-343-5828
Brittany Yannetti (June)	408 72 nd Street	North Bergen	Substitute Teacher	201-602-5471
Andrea Savino	41 Golf Road	Bloomfield	CEAS	201-532-3338
Phillip Cerone	854 Lincoln Avenue	Maywood	Substitute Teacher	201-403-3144
Vanessa Evans	160 Oak Trail Road	Hillsdale	CEAS	201-264-0802
Gissell Paulino	40 Sears Place	Clifton	Provisional	862-571-7785
Wendy Duva	327 Styvesant Avenue	Lyndhurst	CEAS	862-684-3590
Ivana Lopa *Limited availability (Fridays)	3 Veprek Lane	South Hackensack	Substitute Teacher 7/1/2019	201-310-6060
Amber Gaskill Prefers grades pk-3 *Limited availability	12 North 10 th Street	Paterson	Substitute Teacher	609-661-8765

SOUTH HACKENSACK MEMORIAL SCHOOL
List of approved substitute staff for the 2015 - 2016 school year

Approved at the _____ Board Meeting

Kimberly Junda	120 Athenia Avenue	Clifton	CEAS	973-809-3087
Stefanie Scholz *Limited availability (May)	7 Sievers Lane	South Hackensack	Substitute Teacher	201-233-5831
Keungsuk Estrada *Limited availability (Fridays)	260 Phillips Avenue	South Hackensack	Substitute Teacher	201-397-7171 201-820-4678
Breanne De Vico (June)	765 Blaircliff Avenue	Maywood	Substitute Teacher	201-414-8922
Vanessa Jaramillo (Did NOT receive all paperwork)	250 Palisade Avenue	Bogota	Substitute Teacher	201-562-7513
Samantha Castro (Fridays)	1 Maple Avenue, 2 nd Floor	South Hackensack	Substitute Teacher	201-470-2155
Maria Fasanella (Did NOT receive all paperwork)	41 Bruno Street	Moonachie	CE	201-375-1026
John Vittorio	23 Atwood Place	Wayne	Substitute Teacher	973-865-5115
Diamanto Athanasatos	49 Carlstadt Court	Carlstadt	Substitute Teacher	201-562-5651 201-507-9077

**Substitute Teacher rate of pay: \$85.00 per day (for the first five consecutive days)
\$100.00 per day (for six or more consecutive days)**

SOUTH HACKENSACK MEMORIAL SCHOOL

List of approved substitute staff for the 2015 - 2016 school year

Approved at the _____ Board Meeting

Secretary				
Lorraine Cuomo	16 Bennett Avenue	Rochelle Park	N/A (Secretary)	201-843-6074 201-708-5673

Teacher Aides that sub will be paid their hourly rate (\$19.50 per hour or \$20.00 per hour)

Rate of pay: \$12.00 per hour

Nurse				
Alice Puller	898 Ray Avenue	Ridgefield	Substitute School Nurse & County 5/31/15	201-943-5883

Rate of pay: \$125.00 per day

Custodian			
Tony Fantauzzi	413 Taylor Avenue	South Hackensack	201-403-5445

Rate of pay: \$14.00 per hour

REFUSAL TO PARTICIPATE IN STATEWIDE PROFICIENCY ASSESSMENTS

Federal Requirements

The Elementary and Secondary Education Act, recently reauthorized as the Every Student Succeeds Act (ESSA), requires each State educational agency (SEA) that receives funds under Title I, Part A of the Act to implement in each local educational agency (LEA) high quality academic assessments. At a minimum, assessments in mathematics and reading/language arts must be administered every year in each of grades 3 through 8. An assessment in science must be administered not less than once in the following grade spans: 3-5; 6-8. Furthermore State assessments are required to "be the same academic assessments used to measure the achievement of *all* children" and "provide for the participation in such assessments of *all* students."

These requirements do not allow students to be excluded from statewide assessments. Rather, they set out the rule that *all* students in the tested grades must be assessed. To the extent that a State may have received waiver flexibility under the ESSA, a State educational agency, a school district or a school can still be sanctioned for not assessing at least 95 percent of their students.

If a State with a participation rate below 95 percent in the 2014-2015 school year fails to assess at least 95 percent of its students on the statewide assessment in 2015-2016, the U.S. Department of Education has a range of enforcement actions at its disposal. These include the following:

1. Withholding Title I, Part A State administrative funds;
2. Placing the State's Title I, Part A grant on high-risk status and directing the State to use a portion of its Title I State administrative funds to address low participation rates; or
3. Withholding or redirecting Title VI State assessment funds.

The USDOE will consider the appropriate action to take for any State that does not assess at least 95 percent of its students in 2015-2016, both overall and for each student subgroup among its LEAs. To determine what action is most appropriate, the USDOE will consider state and local participation rates for 2015-2016, as well as action the state has taken with respect to any local school district noncompliance with the assessment requirements under ESSA.

State Requirements

State law (N.J.S.A. 18A:7C-1) reflects the federal requirement to administer a statewide assessment program. It requires the Commissioner of Education, with approval of the State Board of Education, to establish a program of standards for graduation from secondary school. Such a program shall include, "the development of a Statewide assessment test in reading, writing, and computational skills to be administered to all secondary school pupils..."

In addition, State regulation (N.J.A.C. 6A:8-4.1) provides the following:

1. "The Commissioner...may implement assessment of student achievement in the State's public schools in any grade(s) and by such assessments as he or she deems appropriate."
 2. The Commissioner "...shall define the scope and level of student performance on Statewide assessments that demonstrate thorough understanding of the knowledge and skills delineated by the NJCCSS at grade levels three through eight."
-

REFUSAL TO PARTICIPATE IN ASSESSMENTS (regulation continued)

3. District boards of education “shall, according to a schedule prescribed by the Commissioner, administer the applicable Statewide assessments.”
4. “All students at grade levels three through eight, and at any other grade(s) designated by the Commissioner...shall take appropriate Statewide assessments as scheduled.”

BOARD STATEMENT

In compliance with Federal and State law, the South Hackensack Board of Education requires all students to participate in statewide proficiency assessments.

In instances in which students and/or their parents/guardians refuse to participate in the state assessment program, the board authorizes procedures consistent with the Commissioner of Education’s memorandum of September 9, 2015. That memorandum directs boards to adopt policies and procedures for the appropriate engagement and supervision of students refusing to participate in the assessment program and for compliance with state attendance requirements. Therefore,

1. The board authorizes the Superintendent to provide adequate supervision and appropriate alternate educational accommodations to students who refuse to participate in the state assessment program.
2. In planning appropriate accommodations, the Superintendent shall consider information and data derived from the previous year’s test administration and shall ensure that the supervision and alternative educational arrangements are within the capacity of the district budget and its school facility resources.
3. As per Commissioner Hespe’s memo, a sit-and-stare process shall be avoided. Students may be allowed to read in the testing environment, so long as the testing environment is not disrupted, the student is not logged into the test platform and the reading material is not germane to the assessment.

PROCEDURES

The following procedures shall apply to students and their parents/guardians when not following the district policy regarding required participation in the state proficiency assessment:

1. Parents/guardians shall be notified in writing and by website posting not less than 60 days before the administration of the statewide proficiency assessment. The notification may include the following:
 - a. Information regarding the test and the importance of the statewide proficiency assessment program;
 - b. The locations, times and dates of any scheduled community information sessions pertaining to the state-wide proficiency assessment program;
 - c. The Federal and State requirements for participation in the state-wide proficiency assessment program;
 - d. The board requirement that all students participate in the state-wide proficiency assessment program;
 - e. The requirement that parents/guardians notify the school in writing if they authorize their child to refuse to participate in the state-wide proficiency assessment program; and
 - f. The district procedures for students who refuse to participate in the state-wide proficiency assessment program.
2. Parents/guardians or adult students shall notify the school in writing that the student has the parent’s/guardian’s permission to refuse to participate in the assessment. Written forms of notification may include email. Written notification must be received by the school no later than 5 school days prior to the date of the scheduled assessment.

REFUSAL TO PARTICIPATE IN ASSESSMENTS (regulation continued)

3. Students who provide appropriate written notification as described in paragraph 2 above shall be assigned school work during the test. They shall be seated together in one area of the room in which the test is being administered. All testing protocols related to silence during the test administration and breaks, as well as other rules as detailed *PARCC Test Coordinator and Test Administrator Manuals*, shall apply to all students in the room. All efforts shall be made to ensure an undisrupted testing environment. Students violating the rules of conduct shall be subject to discipline.
4. The parent/guardian shall be contacted when a student refuses to participate without appropriate written notification from the parent/guardian. The student shall be given a book to read, assigned work or given the opportunity to do homework during test administration according to the same procedures as when a parent/guardian has provided appropriate written notification. A student who refuses to participate without parent/guardian notification shall be subject to discipline.
5. Any student who presents the written notification as described in paragraph 2 above but not within the 5 school days prior to the date of the scheduled assessment shall be given a book to read, assigned school work or given the opportunity to do homework during test administration according to the same procedures as students who provide appropriate parent/guardian notification within the authorized timeframe. Any student failing to provide appropriate written notification within the authorized timeframe shall be subject to disciplinary consequences.
6. If a student who has provided appropriate written notification as described in paragraph 2 above expresses the desire to participate on test day, the principal shall notify the parent/guardian. The student shall be allowed to take the test with the verbal permission of the parent or guardian.
7. Students who do not attend school on assessment day or on assessment makeup days shall be marked absent. The absence shall be designated as unexcused according to board policy (5113 Attendance, Absences and Excuses).

REGULATION HISTORY

Effective Date:

Date of Review/Revision:

CROSS REFERENCES

6146	Graduation Requirements
6147	Standards of Proficiency

Priscilla Gonzalez

From: Avis T. LoVecchio <aluv2decorate@gmail.com>
Sent: Tuesday, February 23, 2016 11:53 AM
To: Gregorio Maceri
Subject: Soccer field

Mr G. Maceri

I am requesting use of the schools soccer field for our South Hackensack Strikers soccer team to hold practices starting March 7, 2016 through June 29, 2016. We only need Mondays and Wednesdays from 6:00pm till 8:00pm. Our insurance you have on file is valid through August 2016.

Please let me know if the field is available,

Thank you
Avis T LoVecchio
President, SH Strikers

Sent from my iPhone

Attachment G

February 23, 2016

Dear Mr. Maceri and the South Hackensack Board of Education,

My husband and I respectfully request permission for our daughter, Gianna, to attend Memorial School for the upcoming 2016-2017 school year.

We truly appreciate your consideration in this matter.

Respectfully yours,

A handwritten signature in cursive script that reads "Rita Liggio".

Rita Liggio

KRISTIN A. FORSDAHL

431 3rd Street
Palisades Park, NJ 07650
201-947-8553

February 26, 2016

Mr. Gregorio Maceri
Chief School Administrator
Memorial School
1 Dyer Avenue
South Hackensack, NJ 07606

Dear Mr. Maceri:

With much thought, I am submitting this letter of request for you to consider my children eligible to attend Memorial School again for the upcoming 2016-2017 school year. Isabella will be entering sixth grade and Peter will be entering fourth grade. They enjoy being part of the Memorial School family and continue to benefit on both academic and social levels. I would like to see that growth continue within your school district.

Thank you, in advance, for your consideration.

Sincerely,

Kristin A. Forsdahl

Kristin A. Forsdahl

February 23, 2016

South Hackensack School District
1 Dyer Avenue
South Hackensack, N. J. 07606

Dear Board of Education:

**LICENSING AND MAINTENANCE AGREEMENT BETWEEN ED-DATA AND
SOUTH HACKENSACK SCHOOL DISTRICT**

Educational Data Services, Inc. will maintain and coordinate the district's supply requirements and inclusion in the New Jersey Cooperative Pricing System #26EDCP. The coordination and maintenance of the requirements include:

1. Printing bids, Advertising bids and mailing bids to vendors
2. Analyze bids to determine the low bidders according to specifications and report the names, number of items bid, amount bid and terms and qualifications for each vendor submitting a bid, and the names, items low and total amount low for each bidder. We will compare total award bids with item by item bids and recommend the lowest cost to the district. We will prepare a report of items which should be reviewed for possible specification changes. These items will be items which have lower prices on the bid than the items specified, but do not meet specifications.
3. Prepare a summary of bid results which will include the following:
 - List of low bid items by location with a summary of items ordered by vendor, number of items ordered and total amount ordered
 - Summary by vendors showing the number of items ordered by vendor, and amount ordered by location with vendor bid terms such as minimum orders, freight charges and other transactions (if applicable)
 - Summary of totals by school locations.
4. Upon receipt of changes of vendor or quantities from the district, prepare recommendations of awards and purchase orders on district purchase order forms.
5. District supply requests to be included in the New Jersey Cooperative Pricing System #26EDCP.

Educational Data Services, Inc., acting as the sole administrative agent for the Educational Cooperative Pricing System #26EDCP, agrees to provide to the Board of Education through the licensing and maintenance agreement outlined below, access to their proprietary software for district use.

The proprietary software license will allow:

1. Complete district access to all cooperative bid pricing for New Jersey Cooperative Bid.
2. On line awarded vendor catalogs for New Jersey Cooperative Bid.
3. Construction of customized district requisitions for New Jersey Cooperative Bid.
4. Customized district management and budget reports for New Jersey Cooperative Bid.
5. District approvals
6. Preparation of all purchase orders for New Jersey Cooperative Bid.

Educational Data Services, Inc. will maintain and prepare for the district:

1. Customized district user lists
2. Customized district bid calendar
3. Customized individual district user web sites
4. Access to previous year's requisitions
5. District accounting information
6. District award letters and awarded vendor bid pricing
7. District accounting software interfaces for encumbrances.
8. Preparation of District Purchase Orders
9. Follow up with all awarded cooperative vendors

The above program will be administered and offered to the district in a web-based format, in a printed format or a combination thereof, based upon the district's needs and requests.

The categories covered under this licensing and maintenance agreement are as follows:

Athletic Supplies, Audio Visual Supplies & Equipment, Classroom/Office Supplies, Computer/Toner Supplies & Accessories, Copy Duplicator Paper, Custodial Supplies, Elementary Science, Family/Consumer Science Supplies, Fine Art Supplies, Health Supplies, Language Supplies, Library Supplies, Math Supplies, Music Supplies, Physical Education Supplies, Photography Supplies, Science Supplies, Teaching Aides, Technology Supplies, along with other categories mutually agreed upon by the district and Educational Data Services, Inc.

This contract covers services through June 30, 2016 which includes bulk supply purchases for the school year 2016-2017

The licensing and maintenance fee for the above New Jersey Cooperative Bid will be:
\$900.00

Educational Data Services, Inc. guarantees the savings to be greater than the fee amount.

Additional categories can be bid at a mutually agreed upon price.

Very truly yours,

Gerard Livelli
Educational Data Services, Inc.

Approved by: _____ Date: _____

Payment Schedule:

UPON SIGNING \$900.00

COOPERATIVE PRICING SYSTEM AGREEMENT

FOR PARTICIPATION IN THE

EDUCATIONAL COOPERATIVE PRICING SYSTEM

This agreement made and entered into this _____ day of _____, 2016 by
and between the **EDUCATIONAL SERVICES COMMISSION OF MORRIS** and the
SOUTH HACKENSACH SHOOOL DISTRICT

WITNESSETH

WHEREAS, N.J.S.A. 40A:11-11 (5), specifically authorizes two or more contracting units to enter into a Cooperative Pricing Agreement for the purchase of work, materials, services and supplies; and

WHEREAS, the Educational Services Commission of Morris County is conducting a voluntary Cooperative Pricing System with other authorized contracting units within Morris County or adjoining counties utilizing the administrative purchasing services and the facilities of the Educational Services Commission of Morris County; and

WHEREAS, this Cooperative Pricing Agreement is to effect substantial economies in the purchase of work, materials and supplies; and

WHEREAS, all parties hereto have approved the within Agreement by Ordinance or Resolution as appropriate, in accordance with the statute; and

WHEREAS, it is the desire of all parties to enter into such Agreement for said purposes;

NOW, THEREFORE IN CONSIDERATION OF the premises and of the covenants, terms and conditions hereinafter set forth, it is mutually agreed as follows:

- 1) The work, materials or supplies to be priced cooperatively may include computer hardware, software, courseware, copying equipment and such other items as two or more participating contracting units in the system agree can be purchased on a cooperative basis.
- 2) The items and classes of items which may be designated by the participating contracting units hereto may be purchased cooperatively for the period commencing with the execution of this Agreement and continuing until terminated as hereinafter provided.
- 3) The Lead Agency, on behalf of all participating contracting units, shall upon approval of the System's registration and annually thereafter in January of each succeeding year) publish a legal ad in such format as required by N.J.A.C. 5:34-7.12 in a newspaper normally used for such purposes by it to include such information as:
 - (A) The name of the Lead Agency soliciting competitive bids or informal quotations, and
 - (B) The address and telephone number of Lead Agency, and
 - (C) The names of the participating contracting units, and
 - (D) The State Identification Code for the Cooperative Pricing System, and
 - (E) The expiration date of the Cooperative Pricing System Agreement.
- 4) Each of the participating contracting units shall advise the Lead Agency, in writing, of the items to be purchased and indicate therein the approximated quantities desired, the location for delivery and other requirements, to permit the preparation of specifications as provided by law.
- 5) The specifications shall be prepared and approved by the Lead Agency and no charges shall thereafter be made except as permitted by law. Nothing herein shall be deemed to prevent changes in specifications for subsequent purchases.
- 6) A single advertisement for bids or the solicitation of informal quotations for the work, materials or supplies to be purchased shall be prepared by the Lead Agency on behalf of all of the participating contracting units desiring to purchase any item.

- 7) The Lead Agency shall advertise for bids or solicit informal quotations on behalf of all participating contracting units. Following its receipt and review of bids, the Lead Agency shall either reject all or certain of the bids or make one award to the lowest possible responsible bidder or bidders for each separate item. This award shall result in the Lead Agency entering into a master contract with the successful bidder(s) providing for two categories of purchases.
- (A) The quantities ordered for the Lead Agency's own needs, and
- (B) The estimated aggregate quantities to be ordered by other participating contracting units by separate contracts, subject to the specifications and prices set forth in the Lead Agency's overall (master) contract.
- 8) The Lead Agency shall enter into a formal written contract (s), when required by law, directly with the successful bidder (s) only after it has certified the funds available for its own needs.
- 9) Each participating contracting unit shall also certify the funds available only for its own needs ordered; enter into a formal written contract, when required by law, directly with the successful bidder (s); issue purchase orders in its own name directly to successful bidder (s) against said contract; accept its own deliveries, be invoiced by and receive statements from the successful bidder (s) against said contract; accept its own deliveries, be invoiced by and receive statements from the successful bidders (s); make payment directly to the successful bidder (s), and be responsible for any tax liability.
- 10) No participating contracting unit in the Cooperative Pricing System shall be responsible for payment for any items ordered or for performance generally, by any other participating contracting unit and shall according be liable only for its own performance and for items ordered and received by it and none assumes any additional responsibility or liability.
- 11) The provisions of Paragraph 7, 8, 9 and 10 above shall be quoted or referred to and sufficiently described in all specifications so that each bidder shall be on notice as to the respective responsibilities and liabilities of the participating contracting units.

12. No participating contracting unit in the Cooperative Pricing System shall issue a purchase order or issue a contract for a price which exceeds any other price available to it from any other such system in which it is authorized to participate or from bids which it has itself received.
13. The Lead Agency reserves the right to exclude any item or commodity from within said system if, in its opinion, the pooling of purchasing requirements or needs of the participating contracting units is either not beneficial or not workable.
14. The Lead Agency shall appropriate sufficient funds to enable it to perform the administrative responsibilities assumed pursuant to this Agreement.
15. This Agreement shall become effective on _____ subject to the review and approval of the Director of the Division of Local Government Services and shall continue in effect until the expiration of the System's registration in the year 2019, unless any party to this Agreement shall give written notice of its intention to terminate its participation.
16. All records and documents maintained or utilized pursuant to terms of this Agreement shall be identified by the code number assigned by the Director, Division of Local Government Services, and such other numbers as are assigned by the Lead Agency for purposes of identifying each contract and item awarded.
17. The inclusion of new contracting units or the withdrawal of participating contracting units shall not invalidate the Agreement between the Lead Agency and other signatories to this Agreement.
18. The Lead Agency and individual participating contracting units may sign separate copies of the Agreement. All executed copies shall be integrated as one fully executed document.
19. The Lead Agency status may rotate on volunteer basis each year. The Director of the Division of Local Government Services within the State Department of Community Affairs shall be notified within thirty (30) days of any change in the designated Lead Agency.
20. This Agreement shall be binding upon and ensure to the benefit of the successors and assigns of the respective parties hereto.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be signed and executed by their authorized corporate officers and their respective seals to be hereto affixed the day and year above written.

FOR THE EDUCATIONAL SERVICES COMMISSION OF MORRIS COUNTY:

BY: _____
BOARD PRESIDENT/Educational Services Commission of Morris County

ATTEST BY: _____
BOARD SECRETARY/Educational Services Commission of Morris County

SOUTH HACKENSACK SCHOOL DISTRICT

BY: _____
BOARD PRESIDENT

ATTEST BY: _____
BOARD SECRETARY

**RESOLUTION FOR MEMBER PARTICIPATION
IN THE
EDUCATIONAL COOPERATIVE PRICING SYSTEM**

A RESOLUTION AUTHORIZING THE SOUTH HACKENSACK SCHOOL DISTRICT TO ENTER INTO A COOPERATIVE PRICING AGREEMENT

RESOLUTION NUMBER 26EDCP

WHEREAS N.J.S.A. 40A:11-11 (5) authorizes contracting units to enter into Cooperative Pricing Agreements; and

WHEREAS the Educational Services Commission of Morris County, hereinafter referred to as the "Lead Agency", has offered voluntary participation in a Cooperative Pricing System known as the "Educational Cooperative Pricing System" for the purchase of work, materials and supplies; and

WHEREAS, the SOUTH HACKENSACK SCHOOL DISTRICT within the County of (BERGEN) New Jersey, desires to participate in the Educational Cooperative Pricing System.

NOW THEREFORE, BE IT RESOLVED on the _____ by the said Board of Education as follows:

AUTHORITY

As directed by N.J.S.A. 18A-18A-11 et seq. and pursuant to the provisions of N.J.S.A. 40A:11-11 (5), the Board President is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency.

CONTRACTING UNIT

The Lead Agency shall advertise for and receive bids from vendors who will make school supplies, equipment and other related goods and services available to participating members of the said Cooperative Pricing System at the agreed upon price; and

The Lead Agency entering into contracts on behalf of the SOUTH HACKENSACK SCHOOL DISTRICT shall be responsible for complying with the 54 provisions of the Local Public Contracts Law (N.J.S.A. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey.

EFFECTIVE DATE

This resolution shall take effect immediately upon passage.

CERTIFICATION

I hereby certify that the above Resolution was adopted and approved by South Hackensack School District at a meeting of South Hackensack School District held on _____.

By: _____ Attest By: _____
Board President Board Secretary

**LINKAGE AGREEMENT BETWEEN
THE SOUTH HACKENSACK BOARD OF EDUCATION
AND
THE SOUTH BERGEN JOINTURE COMMISSION
2016-2017 SCHOOL YEAR**

THIS AGREEMENT, made this _____ day of _____, 2016 between the South Hackensack Board of Education, with an address of the South Hackensack Memorial School, Dyer Avenue, South Hackensack, New Jersey 07606 ("the Board"), and the South Bergen Jointure Commission, with an address of 500 Route 17 South, Suite 307, Hasbrouck Heights, New Jersey 07604 ("SBJC") is for the 2015-2016 School year beginning September 1, 2016 and ending June 30, 2017.

WHEREAS, the Board desires to enter into an agreement with the SBJC for the provision of full day special education instructional services; and

WHEREAS, the SBJC desires to provide full day special education instructional services and other compensation to the Board; and

WHEREAS, the Board desires to provide the SBJC with the facilities and classrooms necessary for the provision of full day special education instructional services; and

THEREFORE, in consideration of the mutual covenant herein contained, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Board and SBJC agree as follows:

1. The Board agrees to provide the SBJC with three (3) full size classrooms at the South Hackensack Memorial facility to be used for the provision of full day special education instructional services for a class of up to six (6) high functioning kindergarten autistic students, a class of up to six (6) high functioning first grade autistic students, and a class of up to six (6) high functioning second grade autistic students. The Board shall retain sole discretion in deciding which rooms will be designated for use by the SBJC.

2. The Board agrees to provide the SBJC with instructional space for the provision of related services such as occupational therapy, physical therapy and speech therapy.

3. The Board agrees to provide the SBJC with custodial services at the South Hackensack Memorial facility, including providing reasonable facility supplies.

4. The Board agrees to provide supervision for the SBJC related to the provision of full day education instructional services in the absence of an on-site principal from the SBJC.

5. The Board agrees to provide the SBJC with nursing services for SBJC students as allowed under Title 18A and other applicable provisions of New Jersey law, which includes distribution of medication for SBJC students as allowed by law.

6. The Board agrees to include a maximum of twelve (12) SBJC students in special area classes at the South Hackensack Memorial School contingent upon space and availability. Special area classes are defined as: Physical Education, Art, Music and Computers.

7. The Board agrees to mainstream a maximum of twelve (12) students into academic classes at the South Hackensack Memorial School when appropriate. The decision to mainstream students shall be agreed upon by (a) the South Hackensack Child Study Team, (b) the participating teachers, (c) the Superintendent of the South Hackensack School District, and (d) shall be contingent upon space and availability in each classroom.

8. The Board agrees to invite the SBJC to participate, at the SBJC's sole cost and expense, in the following South Hackensack Memorial School activities: (a) field trips; (b) assemblies; and (c) PEO sponsored activities

9. The Board agrees to provide meeting space, depending upon availability.

10. The SBJC agrees to follow the South Hackensack Memorial School Calendar.

11. In addition the foregoing, the SBJC agrees to provide special education instructional services on a classroom period basis for a maximum of two (2) South Hackensack

Memorial School students. The decision to provide special education instructional services on a classroom period basis shall be agreed upon by (a) the South Hackensack Child Study Team, (b) the participating teachers, (c) the Superintendent of the South Hackensack School District, (d) The Superintendent of the SBJC and (e) shall be contingent upon space and availability in each classroom.

12. The SBJC agrees to allow its staff to provide the South Hackensack Memorial School faculty with professional development/consultation activities during common planning time on an as-needed basis. Designated training will be approved by the SBJC superintendent and/or their designee.

13. In addition to providing special education instruction pursuant to Paragraphs 11 and 12, the SBJC agrees to remit payment to the Board in an aggregate amount of One hundred Eighty Four Thousand Nine Hundred Twenty (\$184,920.00) dollars which will represent payment in full for the term of 2016-2017 school year and includes Eighty Two Thousand Five Hundred (\$82,500) Dollars which is an amount equal to the tuition of Two (2) full time MD students. The latter reflects a nonrefundable, non carry over credit due to the absence of South Hackensack students in the SBJC MD Program. Payment shall be made in ten (10) equal monthly installments of Eighteen Thousand Four Hundred Ninety Two (\$18,492.00) Dollars, commencing on September 1, 2016 with the last payment being made on June 1, 2017. The Board agrees to be responsible for payment of all utilities, including water and heat.

14. The Board agrees to furnish the South Hackensack Memorial School secretary to act as receptionist for SBJC visitors.

15. The Board agrees to include SBJC teaching staff in South Hackensack Memorial School staff meetings, workshops, and in-service training programs.

16. The Board agrees to be responsible for costs for related services (occupational therapy, physical therapy, and speech) for those South Hackensack pupils receiving full day special education instruction services pursuant to paragraph 14 of this Agreement.

17. The SBJC agrees to direct their aides to assist in monitoring SBJC and South Hackensack Memorial School pupils during Physical Education, Art, Music, Computers, Lunch Recess, A.M. and P.M. departure.

18. The SBJC agrees to provide the Board with a Nurse to perform or dispense the appropriate medication or to address any student emergencies during the absence of the South Hackensack Memorial School nurse.

19. The South Hackensack staff and SBJC staff agree to participate in the following activities during common planning time on an as needed basis: (a) consultation; (b) articulation; (c) curriculum development; (d) technical assistance; and (e) training.

20. The SBJC agrees to invite students of the South Hackensack Memorial school to participate in SBJC facilitated field trips, special projects, and assembly programs.

21. A committee consisting of members of the SBJC staff, South Hackensack Memorial staff, and South Hackensack Child Study Team shall meet on a regular basis for the following: (a) to maintain consistent communication between the South Hackensack School District and SBJC; (b) to ensure implementation of this contract; and (c) to address on-going concerns between the SBJC and the South Hackensack School District.

22. This Agreement contains the entire Agreement and understanding between the parties and constitutes a full and final agreement in any and all issues relating to this matter.

23. This Agreement shall be governed by the laws of the State of New Jersey.

24. If, during the term of this Agreement, a specific clause of the Agreement is determined to be illegal or in violation of any Federal or State law, the remainder of the Agreement shall not be affected by such a ruling and shall remain in full force and effect.

25. The Parties shall be bound by the terms and conditions of this Agreement, finding it to be in the best interests of the public, consistent with public policy, fair and equitable under all circumstances surrounding this matter.

26. The terms and conditions of this Agreement are subject to the ratification and approval by the BOARD OF EDUCATION OF THE BOROUGH OF SOUTH HACKENSACK and "SBJC".

27. The parties have entered into this Agreement freely and voluntarily with a full understanding of their rights and the contents of this Agreement.

28. This Agreement may not be altered, amended or modified except in writing, signed and duly authorized by all parties.

IN WITNESS WHEREOFF, the parties hereunder set their hands and seals to this Agreement effective on the _____ day of _____ 2016.

On Behalf of the South Hackensack Board:

On Behalf of the SBJC Board:

By: _____
President

By: _____
President

Dated: _____

Dated: _____

**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 1/31/16, no budgetary line item account has obligations and payments (contractual orders) which in total exceed the amount appropriated by the district board of education pursuant to N.J.S.A. 18A:22-8 and 18A:22-8.1 and

Pursuant to N.J.A.C. 6A:23-2.11(c) 4, I certify that as of 1/31/15, no budgetary line item account has been overexpended in violation of N.J.A.C. 6:20-2:12(a).



Board Secretary

3/14/16

Date

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

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 10 GENERAL CURRENT EXPENSE

Assets and Resources

Assets:

101	Cash in bank		\$1,387,280.90
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		\$3,095,326.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$249,122.95	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$4,859.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$253,981.95

Loans Receivable:

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

Other Current Assets

\$0.00

Resources:

301	Estimated revenues	\$7,416,453.00	
302	Less revenues	(\$7,301,844.76)	\$114,608.24

Total assets and resources

\$4,851,447.09

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

Total liabilities

\$458,399.69

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 10 GENERAL CURRENT EXPENSE

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances			\$3,658,363.79
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		\$7,757,530.33	
602	Less: Expenditures	(\$3,794,893.74)		
	Less: Encumbrances	(\$3,605,296.21)	(\$7,400,189.95)	\$357,340.38
	Total appropriated			\$4,331,157.17
Unappropriated:				
770	Fund balance, July 1			\$402,967.56
	Designated fund balance			\$0.00
303	Budgeted fund balance			(\$341,077.33)
	Total fund balance			\$4,393,047.40
	Total liabilities and fund equity			<u>\$4,851,447.09</u>

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$7,757,530.33	\$7,400,189.95	\$357,340.38
Revenues	(\$7,416,453.00)	(\$7,301,844.76)	(\$114,608.24)
Subtotal	<u>\$341,077.33</u>	<u>\$98,345.19</u>	<u>\$242,732.14</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>\$341,077.33</u>	<u>\$48,345.19</u>	<u>\$292,732.14</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>\$341,077.33</u>	<u>\$48,345.19</u>	<u>\$292,732.14</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$341,077.33</u>	<u>\$48,345.19</u>	<u>\$292,732.14</u>

Prepared and submitted by:


Board Secretary

Date

3/14/16

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 10 GENERAL CURRENT EXPENSE

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
70	SUBTOTAL – Revenues from Local Sources	7,122,899	0	7,122,899	7,058,291	Under	64,608
00520	SUBTOTAL – Revenues from State Sources	293,554	0	293,554	243,554	Under	50,000
Total		7,416,453	0	7,416,453	7,301,845		114,608

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	1,513,883	36,193	1,550,076	871,072	656,059	22,945
10300	Total Special Education - Instruction	261,533	0	261,533	130,767	130,767	0
11160	Total Basic Skills/Remedial – Instruct.	107,492	0	107,492	53,058	36,898	17,536
12160	Total Bilingual Education – Instruction	91,484	0	91,484	47,657	43,428	399
17100	Total School-Sponsored Co/Extra Curricul	70,365	1,162	71,527	16,395	8,499	46,633
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	42,409	2,620,916	978,078	1,642,838	0
29680	Total Undistributed Expenditures – Atten	4,738	0	4,738	2,730	1,950	58
30620	Total Undistributed Expenditures – Healt	84,763	(13,868)	70,895	31,939	28,875	10,080
40580	Total Undistributed Expend – Speech, OT,	90,500	41	90,541	26,093	26,177	38,271
41080	Total Undist. Expend. – Other Supp. Serv	198,000	(22,910)	175,090	68,076	84,552	22,462
42200	Total Undist. Expend. – Child Study Team	254,000	22,910	276,910	159,841	114,889	2,180
43200	Total Undist. Expend. – Improvement of I	96,750	0	96,750	56,179	40,127	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	778	0	1,722
45300	Support Serv. - General Admin	151,970	6,961	158,931	112,341	35,323	11,267
50	Support Serv. - School Admin	61,510	1,395	62,905	38,959	22,619	1,326
4,200	Total Undist. Expend. – Central Services	65,669	160	65,829	38,222	23,294	4,313
51120	Total Undist. Expend. – Oper. & Maint. O	595,674	20,104	615,778	402,037	203,445	10,295
52480	Total Undist. Expend. – Student Transpor	330,439	0	330,439	129,110	145,864	55,465
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	1,029,035	0	1,029,035	584,313	355,859	88,863
72020	Total Undistributed Expenditures – Food	11,652	0	11,652	5,624	2,903	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	106,110	7,757,530	3,794,894	3,605,296	357,340

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 10 GENERAL CURRENT EXPENSE

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
10	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	5,600	Under	7,200
00150	10-1320	Tuition from LEAs Within State	0	0	0	160		(160)
00300	10-1___	Unrestricted Miscellaneous Revenues	167,597	0	167,597	110,029	Under	57,568
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	7,301,845		114,608
Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
02000	11-105-100-101	Preschool – Salaries of Teachers	71,091	13,406	84,497	42,273	42,162	62
02080	11-110-___-101	Kindergarten – Salaries of Teachers	140,571	0	140,571	70,282	70,289	0
02100	11-120-___-101	Grades 1-5 – Salaries of Teachers	630,761	(13,406)	617,355	314,353	298,302	4,700
02120	11-130-___-101	Grades 6-8 – Salaries of Teachers	427,943	0	427,943	214,905	210,053	2,985
03000	11-190-1___-106	Other Salaries for Instruction	31,000	(600)	30,400	13,787	14,329	2,284
03020	11-190-1___-320	Purchased Professional – Educational Ser	66,586	44,582	111,168	104,918	6,250	0
03040	11-190-1___-340	Purchased Technical Services	20,000	6,000	26,000	23,263	2,709	28
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	10,452	75,452	53,652	11,965	9,835
10	11-190-1___-640	Textbooks	28,381	(24,241)	4,140	4,140	0	0
03120	11-190-1___-8___	Other Objects	4,500	0	4,500	2,927	0	1,573
07000	11-213-100-101	Salaries of Teachers	261,533	0	261,533	130,767	130,767	0
11000	11-230-100-101	Salaries of Teachers	107,492	0	107,492	53,058	36,898	17,536
12000	11-240-100-101	Salaries of Teachers	91,134	0	91,134	47,657	43,428	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	(1,715)	26,785	3,966	5,547	17,273
17040	11-401-100-6___	Supplies and Materials	10,000	2,877	12,877	9,354	2,953	570
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	(166,086)	1,181,670	470,162	711,508	0
29020	11-000-100-562	Tuition to Other LEAs within the State -	619,149	192,076	811,225	322,302	488,923	0
29040	11-000-100-563	Tuition to County Voc. School District-R	55,566	(11,916)	43,650	17,218	26,433	0
29060	11-000-100-564	Tuition to County Voc. School District-S	0	29,376	29,376	11,587	17,789	0
29080	11-000-100-565	Tuition to CSSD & Regular Day Schools	357,730	(21,070)	336,660	65,503	271,157	0
29100	11-000-100-566	Tuition to Priv. School for the Disabled	159,195	(141)	159,054	91,306	67,748	0
29160	11-000-100-569	Tuition – Other	39,111	20,170	59,281	0	59,281	0
10	11-000-211-1___	Salaries	4,738	0	4,738	2,730	1,950	58
30500	11-000-213-1___	Salaries	68,913	(14,480)	54,433	27,186	25,975	1,272
30540	11-000-213-3___	Purchased Professional and Technical Ser	10,000	(500)	9,500	3,180	2,900	3,420
30560	11-000-213-[4-5]	Other Purchased Services (400-500 series	100	1,112	1,212	1,195	0	17

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 10 GENERAL CURRENT EXPENSE

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
11-000-213-6__	Supplies and Materials		5,750	0	5,750	379	0	5,371
40520 11-000-216-320	Purchased Professional – Educational Ser		90,000	0	90,000	26,053	26,177	37,771
40540 11-000-216-6__	Supplies and Materials		500	41	541	41	0	500
41000 11-000-217-1__	Salaries		198,000	(22,910)	175,090	68,076	84,552	22,462
42060 11-000-219-320	Purchased Professional – Educational Ser		251,000	22,910	273,910	159,445	114,465	0
42160 11-000-219-6__	Supplies and Materials		3,000	0	3,000	396	424	2,180
43040 11-000-221-105	Salaries of Secretarial & Clerical Assis		96,750	0	96,750	56,179	40,127	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	778	0	1,722
45000 11-000-230-1__	Salaries		93,590	(1,430)	92,160	58,725	22,915	10,520
45040 11-000-230-331	Legal Services		10,000	0	10,000	753	9,248	0
45060 11-000-230-332	Audit Fees		24,150	1,430	25,580	25,580	0	0
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	4,646	13,646	10,409	3,110	127
45180 11-000-230-590	Misc Purch Services (400-500 series, O/T		3,000	800	3,800	3,745	50	5
45200 11-000-230-610	General Supplies		500	1,385	1,885	1,651	0	233
45260 11-000-230-890	Miscellaneous Expenditures		3,240	(117)	3,123	2,768	0	355
45280 11-000-230-895	BOE Membership Dues and Fees		4,500	197	4,697	4,670	0	27
46000 11-000-240-103	Salaries of Principals/Assistant Princip		52,760	0	52,760	34,130	18,630	0
46100 11-000-240-[4-5]	Other Purchased Services (400-500 series		7,750	(80)	7,670	3,277	3,989	403
46120 11-000-240-6__	Supplies and Materials		1,000	1,475	2,475	1,552	0	923
47000 11-000-251-1__	Salaries		53,770	0	53,770	31,098	22,214	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	5,067	1,080	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	19,596	73,596	67,969	10,435	(4,809)
48540 11-000-261-610	General Supplies		500	0	500	120	139	241
49000 11-000-262-1__	Salaries		306,399	24,000	330,399	198,242	131,585	572
49040 11-000-262-3__	Purchased Professional and Technical Ser		5,000	(1,600)	3,400	2,453	0	947
49060 11-000-262-420	Cleaning, Repair, and Maintenance Svc.		15,000	(2,500)	12,500	4,570	2,262	5,669
49120 11-000-262-490	Other Purchased Property Services		11,500	(500)	11,000	8,402	1,598	1,000
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	3,392	3,700	0
49180 11-000-262-610	General Supplies		13,000	7,493	20,493	19,231	964	298
49220 11-000-262-622	Energy (Electricity)		150,000	(26,385)	123,615	66,239	52,761	4,615
50000 11-000-270-503	Contract Serv.–Aid in Lieu Pymts–Non-Pub		7,072	1,768	8,840	3,978	3,978	884
52260 11-000-270-511	Contract Services (Bet. Home & Sch) -Ven		36,720	50	36,770	15,979	20,789	2
52280 11-000-270-512	Contr Serv (Oth. Than Bet Home & Sch) -		20,400	(1,818)	18,582	4,796	1,454	12,332
52360 11-000-270-517	Contract Serv. (Reg. Students) – ESCs &		24,004	0	24,004	3,601	20,399	4

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 10 GENERAL CURRENT EXPENSE

Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
0	11-000-270-518	Contract Serv. (Spl. Ed. Students) – ESC		242,243	0	242,243	100,756	99,244	42,243
71020	11-000-291-220	Social Security Contributions		65,000	0	65,000	37,596	22,404	5,000
71060	11-000-291-241	Other Retirement Contributions - PERS		82,551	0	82,551	79,812	0	2,739
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	425,508	281,467	68,521
71200	11-000-291-280	Tuition Reimbursement		12,000	0	12,000	1,400	0	10,600
71220	11-000-291-290	Other Employee Benefits		66,988	0	66,988	14,702	51,988	298
72000	11-000-310-930	Transfers to Cover Deficit (Enterprise F		11,652	0	11,652	5,624	2,903	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	106,110	7,757,530	3,794,894	3,605,296	357,340

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 20 SPECIAL REVENUE FUNDS

Assets and Resources

Assets:

101	Cash in bank		\$9,654.29
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

Resources:

301	Estimated revenues	\$136,207.00	
302	Less revenues	(\$80,707.00)	\$55,500.00

Total assets and resources

\$60,295.29

Liabilities and Fund Equity

Liabilities:

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

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 20 SPECIAL REVENUE FUNDS

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances			\$44,589.90
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	(\$78,029.72)		
	Less: Encumbrances	(\$44,589.90)	(\$122,619.62)	\$13,587.38
	Total appropriated			\$58,177.28
Unappropriated:				
770	Fund balance, July 1			\$0.00
	Designated fund balance			\$0.00
303	Budgeted fund balance			\$0.00
	Total fund balance			\$58,177.28
	Total liabilities and fund equity			\$60,295.29

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$136,207.00	\$122,619.62	\$13,587.38
Revenues	(\$136,207.00)	(\$80,707.00)	(\$55,500.00)
Subtotal	<u>\$0.00</u>	<u>\$41,912.62</u>	<u>(\$41,912.62)</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>\$41,912.62</u>	<u>(\$41,912.62)</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>\$41,912.62</u>	<u>(\$41,912.62)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$41,912.62</u>	<u>(\$41,912.62)</u>

Prepared and submitted by :


Board Secretary


Date

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
15	Total Revenues from Local Sources	0	0	0	1,000		(1,000)
00830	Total Revenues from Federal Sources	118,230	17,977	136,207	79,707	Under	56,500
Total		118,230	17,977	136,207	80,707		55,500
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84100	Local Projects	0	0	0	1,000	0	(1,000)
88740	Total Federal Projects	118,230	17,977	136,207	77,030	44,590	14,587
Total		118,230	17,977	136,207	78,030	44,590	13,587

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 20 SPECIAL REVENUE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
0000	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	20,603	Under	40,956
00780	20-445[1-5] Title II	8,691	(359)	8,332	2,407	Under	5,925
00805	20-442[0-9] I.D.E.A. Part B (Handicapped)	65,227	1,089	66,316	56,697	Under	9,619
Total		118,230	17,977	136,207	80,707		55,500

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
84100	20- Local Projects	0	0	0	1,000	0	(1,000)
88500	20- Title I	44,312	17,247	61,559	20,333	28,622	12,604
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	56,697	9,619	0
Total		118,230	17,977	136,207	78,030	44,590	13,587

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 30 CAPITAL PROJECTS FUNDS

Assets and Resources

Assets:

101	Cash in bank		\$0.00
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Loans Receivable:

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

Other Current Assets

\$0.00

Resources:

301	Estimated revenues	\$0.00	
302	Less revenues	\$0.00	\$0.00

Total assets and resources

\$0.00

Liabilities and Fund Equity

Liabilities:

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

Total liabilities

\$0.00

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

Page 12 of 27
03/14/16 10:58

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 30 CAPITAL PROJECTS FUNDS

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances			\$0.00
761	Capital reserve account - July		\$0.00	
604	Add: Increase in capital reserve		\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs		\$0.00	
309	Less: Bud. w/d cap. reserve excess costs		\$0.00	\$0.00
764	Maintenance reserve account - July		\$0.00	
606	Add: Increase in maintenance reserve		\$0.00	
310	Less: Bud. w/d from maintenance reserve		\$0.00	\$0.00
768	Waiver offset reserve - July 1, 2_____		\$0.00	
609	Add: Increase in waiver offset reserve		\$0.00	
314	Less: Bud. w/d from waiver offset reserve		\$0.00	\$0.00
762	Adult education programs			\$0.00
750-752,76x	Other reserves			\$0.00
601	Appropriations		\$0.00	
602	Less: Expenditures	\$0.00		
	Less: Encumbrances	\$0.00	\$0.00	\$0.00
	Total appropriated			\$0.00
Unappropriated:				
770	Fund balance, July 1			\$0.00
7	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

3/14/16

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 30 CAPITAL PROJECTS FUNDS

Starting date 7/1/2015 Ending date 1/31/2016 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
----------------------	--	--	--------

Resources:

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

Total assets and resources			<u>\$655,922.50</u>
-----------------------------------	--	--	----------------------------

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
--------------------------	--	--	---------------

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 40 DEBT SERVICE FUNDS

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances			\$655,922.50
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	(\$655,922.50)	(\$751,845.00)	\$0.00
	Total appropriated			\$655,922.50
	Unappropriated:			
770	Fund balance, July 1			\$0.00
	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	\$751,845.00	\$0.00
Revenues	(\$751,845.00)	(\$751,845.00)	\$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 :

Elizabeth Schach
Board Secretary

3/14/16
Date

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 40 DEBT SERVICE FUNDS

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
1	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	655,923	0
Total		751,845	0	751,845	95,923	655,923	0

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 40 DEBT SERVICE FUNDS

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
() 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	95,923	0
89620 40-701-510-910 Redemption of Principal	560,000	0	560,000	0	560,000	0
Total	751,845	0	751,845	95,923	655,923	0

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 50 FUND 50

Assets and Resources

Assets:

101	Cash in bank		\$10,596.68
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

Resources:

301	Estimated revenues	\$25,104.74	
302	Less revenues	(\$25,114.20)	(\$9.46)

Total assets and resources

\$12,049.22

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

Total liabilities

\$1,462.00

Starting date 7/1/2015 Ending date 1/31/2016 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		\$25,104.74	
602	Less: Expenditures	(\$25,338.48)		
	Less: Encumbrances	\$0.00	(\$25,338.48)	(\$233.74)
	Total appropriated			(\$233.74)

Unappropriated:

770	Fund balance, July 1			\$10,820.96
	Designated fund balance			\$0.00
303	Budgeted fund balance			\$0.00

Total fund balance

\$10,587.22

Total liabilities and fund equity

\$12,049.22

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$25,104.74	\$25,338.48	(\$233.74)
Revenues	(\$25,104.74)	(\$25,114.20)	\$9.46
Subtotal	<u>\$0.00</u>	<u>\$224.28</u>	<u>(\$224.28)</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>\$224.28</u>	<u>(\$224.28)</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>\$224.28</u>	<u>(\$224.28)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$224.28</u>	<u>(\$224.28)</u>

Prepared and submitted by :


Board Secretary


Date

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 50 FUND 50

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)	0	25,105	25,105	25,114		(9)
Total	0	25,105	25,105	25,114		(9)
Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)	0	25,105	25,105	25,338	0	(234)
Total	0	25,105	25,105	25,338	0	(234)

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 50 FUND 50

Revenues:

5 J

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	0	25,105	25,105	25,114		(9)
Total	0	25,105	25,105	25,114		(9)

Expenditures:

99999

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	0	25,105	25,105	25,338	0	(234)
Total	0	25,105	25,105	25,338	0	(234)

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 60 ENTERPRISE FUND

Assets and Resources

Assets:

101	Cash in bank		\$0.00
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$0.00

Loans Receivable:

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

Other Current Assets

\$0.00

Resources:

301	Estimated revenues	\$0.00	
302	Less revenues	\$0.00	\$0.00

Total assets and resources

\$0.00

Liabilities and Fund Equity

Liabilities:

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

Total liabilities

\$0.00

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

Page 23 of 27
03/14/16 10:58

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 60 ENTERPRISE FUND

Fund Balance:

Appropriated:

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

Unappropriated:

770	Fund balance, July 1		\$0.00
	Designated fund balance		\$0.00
303	Budgeted fund balance		\$0.00
	Total fund balance		<u>\$0.00</u>
	Total liabilities and fund equity		<u>\$0.00</u>

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

3/14/16
Date

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 60 ENTERPRISE FUND

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 80 FIXED ASSETS GROUP

Assets and Resources

Assets:

101	Cash in bank		\$0.00
102 - 106	Cash Equivalents		\$0.00
111	Investments		\$0.00
116	Capital Reserve Account		\$0.00
117	Maintenance Reserve Account		\$0.00
118	Emergency Reserve Account		\$0.00
121	Tax levy Receivable		\$0.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$0.00	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$ _____)	\$0.00	\$0.00

Loans Receivable:

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

Other Current Assets

\$0.00

Resources:

301	Estimated revenues	\$0.00	
302	Less revenues	\$0.00	\$0.00

Total assets and resources

\$0.00

Liabilities and Fund Equity

Liabilities:

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

Total liabilities

\$0.00

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 80 FIXED ASSETS GROUP

Fund Balance:

Appropriated:

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

Unappropriated:

770	Fund balance, July 1			\$0.00
7	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

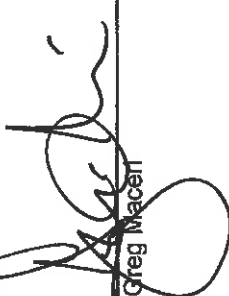
3/14/16
Date

Starting date 7/1/2015 Ending date 1/31/2016 Fund: 80 FIXED ASSETS GROUP

SOUTH HACKENSCK BOARD OF EDUCATION CASH REPORT

January 31, 2016

	Cash Balance 1/1/2016	Cash Receipts January-16	Cash Disbursements January-16	Cash Balance 1/31/2016
General Fund - 10	2,117,291.15	43,764.97	(773,775.22)	1,387,280.90
Special Revenue Fund - 20	(22,100.29)	35,006.00	(3,251.42)	9,654.29
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	9,286.55	7,761.60	(6,451.47)	10,596.68
Total	2,008,554.91	86,532.57	(783,478.11)	1,311,609.37
Payroll Account	(0.01)	208,064.69	(208,064.68)	0.00
Payroll Agency Account	580.72	203,718.49	(182,236.19)	22,063.02
Unemployment Account	11,338.20	314.35	(1.95)	11,650.60
Flexible Spending Account	1,212.49	0.20	(0.21)	1,212.48
Grand Total	2,021,686.31	498,630.30	(1,173,781.14)	1,346,535.47



Greg Macari

Date

3/14/16

Month / Year:

Jan 31, 2016

03/14/16

Attachment

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)	1/31/2016	% Change of Transfers YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	+ or - Data			Col4+Col5	Col4-Col5
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	11-1XX-100-XXX	1,513,883	25,790	1,539,673	153,967	10,403		0.68%	164,370	143,564
10300 11160	Total Special Education - Instruction, Total Basic	11-2XX-100-XXX	749,009	41	749,050	74,905	(22,910)		-3.06%	51,995	97,815
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 Curricular, 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	42,409		1.64%	300,260	215,442
29680 30620	Total Undistributed Expenditures - Atten, Total Undistributed	11-000-211, 213,	344,501	612	345,113	34,511	8,430		2.44%	42,941	26,081
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	80		0.05%	15,965	15,805
46160	Support Serv. - School Admin	11-000-240-XXX	61,510	1,475	62,985	6,299	(80)		-0.13%	6,219	6,379
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	0		0.00%	102,904	102,904
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	53,043		0.69%	820,602	714,516
75880	TOTAL EQUIPMENT	12-XXX-XXX-73X	0	9,940	9,940	994	0		0.00%	994	994

Month / Year: Jan 31, 2016

03/14/16

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 of Transfers / (from) 1/31/2016	% Change YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
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		18,956	9,940	28,896	2,890	0	0.00%	2,890	2,890
83080	TOTAL SPECIAL SCHOOLS	13-XXX-XXX-XXX	0	0	0	0	0	0.00%	0	0
84000	Transfer of Funds to Charter Schools	10-000-100-56X	0	0	0	0	0	0.00%	0	0
84020	General Fund Contrib. to School-based Bu	10-000-520-930	0	0	0	0	0	0.00%	0	0
84060	GENERAL FUND GRAND TOTAL		7,651,420	53,068	7,704,488	770,449	53,043	0.69%	823,492	717,406

School Business Administrator Signature

Date

Starting date 2/1/2016

Ending date 2/29/2016

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
021216 H	02/12/16		0739	The Depository Trust Co.	\$655,922.50
022016 H	02/09/16		0699	State Of NJ Health Ben.prog.	\$65,354.43
022915	02/29/16		PAY	South Hackensack BOE Payroll	\$253,626.32
022916 H	02/29/16		0108	Board Of Ed. Payroll Agency	\$13,969.73
023116 H	02/29/16		0108	Board Of Ed. Payroll Agency	\$4,539.80
040638	02/09/16		0435	Accuscan	\$360.00
040639	02/09/16		0057	Arrow Elevator Incorporated	\$810.00
040640	02/09/16		0064	Avaya Inc.	\$128.87
040641	02/09/16		0089	Bergen County Special Services School DI	\$8,862.00
040642	02/09/16		0090	Bergen County Tech. Schools	\$7,708.30
040643	02/09/16		0358	Brookaire Company, LLC	\$76.20
040644	02/09/16		0126	CDW Government, Inc	\$1,557.79
040645	02/09/16		0194	Dell Inc. Education	\$1,049.41
040646	02/09/16		0196	Delta Dental Plan Of NJ	\$6,044.37
040647	02/09/16		0940	Direct Energy Business/Gas	\$1,091.84
040648	02/09/16		0206	Dr. Batul Ladak	\$500.00
040649	02/09/16		0247	Englewood Public School District	\$353.60
040650	02/09/16		0268	First Student Inc.	\$925.09
040651	02/09/16		0440	G & S Hardware & Supply, LLC	\$66.04
040652	02/09/16		0298	Gopher	\$107.10
040653	02/09/16		0356	John A Earl, Inc.	\$828.12
040654	02/09/16		0364	Johnston Communications	\$175.00
040655	02/09/16		0130	Konica Minolta Premier Finance	\$1,127.81
040656	02/09/16		0972	Little Ferry Board of Education	\$13,384.80
040657	02/09/16		0433	Manuel Diaz	\$1,280.00
040658	02/09/16		0464	Memorial School Principals Ac	\$6,010.51
040659	02/09/16		0467	Merit Trophies & Engraving	\$68.00
040660	02/09/16		0484	Moonachie Board of Education	\$2,162.76
040661	02/09/16		0929	Neptune Township Board of Education	\$4,815.42
040662	02/09/16		3564	Omni Waste Services, Inc	\$377.00
040663	02/09/16		0128	Optimum	\$731.75
040664	02/09/16		0545	P S E & G Co.	\$2,268.48
040665	02/09/16		0962	Pearson Education K-12	\$89.16
040666	02/09/16		0981	Peripole, Inc	\$163.35
040667	02/09/16		0584	Pro-ed	\$75.90
040668	02/09/16		0882	ReadyRefresh by Nestle	\$95.85
040669	02/09/16		0612	Ridgefield Board Of Education	\$13,568.40
040670	02/09/16		0684	South Bergen Jointure Comm.	\$162,294.07
040671	02/09/16		0688	South Jersey Energy	\$4,973.31

Starting date 2/1/2016

Ending date 2/29/2016

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
040672	02/09/16		0695	Staples Business Advantage	\$200.69
040673	02/09/16		0710	Summit Medical Management Svc	\$400.00
040674	02/09/16		0984	Synergy Data Systems Inc	\$107.25
040675	02/09/16		0754	The Trophy King, Inc	\$1,340.00
040676	02/09/16		0782	Troxell Communications, Inc	\$245.60
040677	02/09/16		0791	United Water New Jersey	\$692.89
040678	02/09/16		0980	Vex Robotics Inc.	\$233.40
040679	02/09/16		0985	Zamuria, Javier E.	\$2,350.00

Fund Totals

10	GENERAL CURRENT EXPENSE	\$13,969.73
11	GENERAL CURRENT EXPENSE	\$544,464.56
20	SPECIAL REVENUE FUNDS	\$26,699.42
40	DEBT SERVICE FUNDS	\$655,922.50
50	FUND 50	\$2,056.70
Total for all checks listed		\$1,243,112.91

Prepared and submitted by:

Elizabeth Schaefer
Board Secretary

3/9/2016
Date

Petty cash disbursements:

None

Food disbursements:

Check#

2/24/2016	Hackensack Lunch Account	1024	3878.30
2/24/2016	Valley Ridge Farms	1025	579.18

Athletic disbursements:

Check#

2/4/2016	Chris Schutte	1185	52.00
2/4/2016	Chris Schutte	1186	52.00
2/4/2016	Peter Vilardi	1187	52.00
2/4/2016	Peter Vilardi	1188	52.00
2/5/2016	Gerry Tonner	1189	52.00
2/5/2016	Gerry Tonner	1190	52.00
2/5/2016	Jesus Rivera	1191	52.00
2/5/2016	Jesus Rivera	1192	52.00
2/5/2016	Donna Riker	1193	52.00
2/5/2016	Donna Riker	1194	52.00
2/5/2016	Charlie Cook	1195	52.00
2/5/2016	Charlie Cook	1196	52.00
2/8/2016	Michael Prulello	1197	52.00
2/8/2016	Michael Prulello	1198	52.00
2/8/2016	Wayne Briggs	1199	52.00
2/8/2016	Wayne Briggs	1200	52.00
2/8/2016	Mike Crowley	1101	52.00
2/8/2016	Mike Crowley	1102	52.00
2/8/2016	James Fontana	1103	52.00
2/8/2016	James Fontana	1104	52.00
2/9/2016	Bruce Cohen	1105	52.00
2/9/2016	Bruce Cohen	1106	52.00
2/9/2016	Ted Magda	1107	52.00
2/9/2016	Ted Magda	1108	52.00
2/9/2016	Ted Magda	1109	52.00
2/9/2016	Ted Magda	1110	52.00
2/9/2016	Michael Levine	1111	52.00
2/9/2016	Michael Levine	1112	52.00
2/10/2016	Donald Pawson	1113	52.00
2/10/2016	Donald Pawson	1114	52.00
2/10/2016	Michael Prulello	1115	52.00

Athletic disbursements:**Check#**

2/10/2016	Michael Prulello	1116	52.00
2/10/2016	Michael Prulello	1117	52.00
2/10/2016	Will Otoole	1118	52.00
2/10/2016	Michael Tarozzi	1119	52.00
2/11/2016	Michael Tarozzi	1120	52.00
2/11/2016	Theo Idigo	1121	52.00
2/11/2016	Theo Idigo	1122	52.00
2/11/2016	Scott Rush	1123	52.00
2/11/2016	Scott Rush	1124	52.00
2/11/2016	Michael Prulello	1125	52.00
2/11/2016	Michael Prulello	1126	52.00
2/11/2016	Michael Prulello	1127	52.00
2/12/2016	Michael Prulello	1128	52.00
2/12/2016	Phillip Cerone	1129	52.00
2/12/2016	TJ Churchill	1130	52.00
2/12/2016	Phillip Cerone	1131	52.00
2/12/2016	TJ Churchill	1132	52.00
2/24/2016	John Hughes	1133	52.00
2/24/2016	John Hughes	1134	52.00
2/24/2016	Nick Ulliana	1135	52.00
2/25/2016	Nick Ulliana	1136	52.00
2/25/2016	Nick Ulliana	1137	52.00
2/25/2016	Nick Ulliana	1138	52.00
2/25/2016	Gary Hughes	1139	52.00
2/25/2016	Gary Hughes	1140	52.00

Attachment L

Hasbrouck Heights Board of Education and South Hackensack Board of Education Assistant Technology Coordinator Shared Services Agreement

This agreement is between the Hasbrouck Heights Board of Education and South Hackensack Board of Education for the period July 1, 2016 to June 30, 2019 for Assistant Technology Coordinator.

*Dollar amounts for the 2017-2018 and 2018-2019 school will be approved when salary increases and health benefit premiums are determined.

2016-2017 Total Salary \$66,755

One Half Payment due September 1, 2016

\$33,377

Family Plan Health Benefit Premium \$30,744

Less: Estimated Employee Contribution of Premium 19% \$5842

One Half Payment due September 1, 2016

\$12,451

\$45,828

South Hackensack Board of Education:

Hasbrouck Heights Board of Education:

Board President

Board President

Board Secretary

Board Secretary

Date

Date

Attachment M

Hasbrouck Heights Board of Education and South Hackensack Board of Education School Business Administrator and Business Office Shared Services Agreement

This agreement is between the Hasbrouck Heights Board of Education and South Hackensack Board of Education for the period July 1, 2016 to June 30, 2019 for Business Administrator and business office shared services in the amounts below (payable in two annual installments July 1st and January 1st):

2016-2017 School Year \$67,918
2017-2018 School Year \$69,277
2018-2019 School Year \$70,662

1. Establish and supervise an accounting system necessary to provide accurate financial facts as a basis for the formulating policies and decisions.
2. Responsible for the planning and preparation of the annual budget in cooperation with the Superintendent and attend related budget board meetings.
3. Complete, certify and file Annual A4F, Certification of Taxes Report.
4. Assume ultimate responsibility for accounts payable, accounts receivable, financial reports, payroll and related records and similar functions.
5. Maintain fiscal relationships with other governmental units.
6. Provide leadership in long-term financial planning.
7. Assist the Superintendent in ascertaining the cost-effectiveness of programs and short and long range educational plans.
8. Act as an advisor to the Superintendent and Board of Educational on business and financial questions.
9. Prepares financial reports as required by State and Federal agencies having jurisdiction over public funds.
10. Report budget status and financial condition to the Board of Education.
11. Process payroll.
12. Process automated district attendance.
13. Produce and reconcile Monthly Board Secretary's Report.
14. Assist with requirements initiated by the NJ Department of Education.
15. Support and/or advise as needed to assist Business Office with daily operations.
16. Provide back-up coverage in absence of Board Secretary/Board Office Assistant.

South Hackensack Board of Education:

Hasbrouck Heights Board of Education:

Board President

Board President

Board Secretary

Board Secretary

Date

Date

**SCHOOL ALLIANCE INSURANCE FUND
INDEMNITY AND TRUST RENEWAL AGREEMENT**

THIS AGREEMENT, made this _____ day of _____, 2016, in the County of _____, State of New Jersey, by and between the School Alliance Insurance Fund, hereinafter referred to as "Fund", and the Governing Body of the _____, hereinafter referred to as "Educational Facility";

WHEREAS, the Fund seeks to provide its members with insurance coverage;

WHEREAS, two or more educational facilities have collectively formed a joint insurance fund as is authorized and described in N.J.S.A. 18A:18B-1 *et. seq.* and the regulations promulgated pursuant thereto; and

WHEREAS, the Educational Facility is currently a member of said Fund; and

WHEREAS, the Educational Facility has resolved to renew said membership;

NOW, THEREFORE, it is agreed as follows:

1. The Educational Facility hereby renews its membership in the Fund for a three (3) year period, beginning July 1, 2016, and ending July 1, 2019 at 12:01 a.m. eastern standard time.
2. The Educational Facility agrees to participate in the Fund with respect to the types of insurance stated in the Renewal of Membership Resolution.
3. The Educational Facility hereby ratifies and reaffirms the bylaws and other organizational and operational documents of the Fund and as from time to time amended by the Fund and/or Department of Banking and Insurance in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith.
4. The Educational Facility agrees to be a participating member of the Fund for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership.
5. In consideration of renewal of membership in the Fund, the Educational Facility agrees that for those types of insurance in which it participates, the Educational Facility shall jointly and severally assume and discharge the liability of each and every member of the Fund all of whom, as a condition of membership in the Fund, shall execute a verbatim counterpart to this Agreement. By execution hereof the full faith and credit of the Educational Facility is pledged to the punctual payment of any sums which shall become due to the Fund in accordance with the bylaws thereof, this Agreement or any applicable statute or regulation.

6. If the Fund, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Facility agrees to reimburse the Fund for all such reasonable expenses, fees and costs on demand.
7. The Educational Facility and the Fund agree that the Fund shall hold all monies paid by the Educational Facility to the Fund as fiduciaries for the benefit of Fund claimants all in accordance with applicable statutes and/or regulations.
8. The Fund shall establish and maintain Trust Accounts in accordance with N.J.S.A. 18A:18B-1 *et. seq.* and such other statutes and regulations as may be applicable.
9. The Business Official designated in the Resolution to Renew Membership is hereby authorized to execute the Agreement to renew membership.

By: _____
Authorized Signature

By: _____
Chairperson, School Alliance Insurance Fund

**SCHOOL ALLIANCE INSURANCE FUND
RESOLUTION FOR RENEWAL OF MEMBERSHIP**

WHEREAS, the _____,
hereafter referred to as "Educational Facility" is a member of the School Alliance Insurance Fund, hereinafter referred to as "Fund"; and

WHEREAS, said renewal membership terminates as of July 1, 2016 at 12:01 a.m. standard time, unless earlier renewed by agreement between the Educational Facility and the Fund; and

WHEREAS, the Educational Facility is afforded the following types of coverages:

- ☐ Workers' Compensation
- ☐ Foreign Travel Liability
- ☐ Package - Property, Boiler & Machinery, General and Auto Liability, Environmental Impairment Liability
- ☐ Excess Liability (AL/GL)
- ☐ School Leaders Professional Liability
- ☐ Excess Liability (SLPL)
- ☐ Student Accident
- ☐ Supplemental Indemnity - Workers' Compensation
- ☐ Security Guard Liability

WHEREAS, the Educational Facility desires to renew said membership;

NOW THEREFORE, BE IT RESOLVED as follows:

1. The Educational Facility agrees to renew its membership in the Fund for a period of three years beginning July 1, 2016, and ending July 1, 2019 at 12:01 a.m. eastern standard time, and to be subject to the coverages, operating procedures, bylaws, and other organizational and operational documents of the Fund presently existing or as from time to time amended by the Fund and/or the Department of Banking and Insurance.
2. The Educational Facility's Business Official, _____, is hereby appointed as the Educational Facility's Fund Commissioner and is authorized to execute the renewal Indemnity and Trust Agreement thereby evidencing annexed hereto and made a part hereof and to deliver same to the Fund the Educational Facility's renewal of its membership.

This Resolution agreed to the ____ day of _____, 2016, by a vote of:

____ Affirmative
____ Negative

____ Abstain
____ Absent

By: _____