

**SOUTH HACKENSACK BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Monday, March 14, 2016**

A regular meeting of the Board of Education was held on Monday, March 14, 2016, in the Media Center of Memorial School, 1 Dyer Avenue, South Hackensack, New Jersey. The meeting was called to order at 7:30 p.m. by President, Mrs. Lofaro

Mrs. Lofaro read the following statement:

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

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

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

Absent: Mrs. Cagas

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

Mrs. Lofaro led the Board in the Flag salute

Presentations: None

Public Discussion on Agenda Resolutions: None

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

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

Approval of Minutes: 2/1/16, 2/8/16

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

**Roll Call:**

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

Approval of Correspondence: 2/2016

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

**Roll Call:**

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

Report of the Superintendent:

Mr. Maceri opened his discussion by asking the board members if they had any questions or needed any clarification on any of the resolutions presented and discussed at the workshop meeting on March 7, 2016. No comments or questions were voiced. Other matters discussed was the current enrollment of the district, the day and dates for the Professional Learning Communities, names of the student of the month for January and February 2016 for Science, Language Arts, Mathematics and Social Studies. Mr. Maceri shared some Good News with the Board which included: the announcement of Mrs. Gissell Tejada pregnancy, the 7<sup>th</sup> grade fundraiser during the BYBL tournament and the names of the students receiving All League Honors. He also informed the board that the Memorial School robotics team scored second place in the competition held at our school on March 2, 2016. Our cheerleaders under the direction of Miss Caporrino competed in the Fairleigh Dickenson University Eastern State Cheerleading Competition. Our Team received 2<sup>nd</sup> Degree of Excellence for their cheer dance routine. Overall, the team received the title of NJ State Champions. Our students also competed in the singles and doubles division, with our students receiving both 1<sup>st</sup> and 2<sup>nd</sup> Degree of Excellence for their cheer. Both Mr. Maceri and the Board congratulated the students on their achievements. Other matters discussed included PARCC and the refusal to participate in statewide proficiency assessments. The board inquired how many students have opted out – Mr. Maceri stated that 3 have so far. Mr. Maceri provided the pros of taking the test. Mr. Maceri stated that one of our resident students, attending the Bergen County Technical School, would like to organize a blood drive here at Memorial School on Monday, April 18, 2016 from 4:00 to 8:30 pm. The board thought it was a great idea for the community. Mr. Maceri explained the Capital Reserve and he recommended on holding off on the Smart Tv project until the 2017-2018 budget. Mr. Maceri gave the board a brief rundown of the current smart boards that the district has and that they are no longer being supported when it comes to parts and repairs.

Other matters discussed were: busing request for a student attending Paramus Catholic in 2016-2017. This is a child of a teacher here at the district and a request is been made to have her son take the existing bus route that the district now provides for resident students. The parent is aware that the district would be charging her for this service. Mr. Maceri stated that he did contact the board attorney and as long as the board gives approval on this he sees nothing wrong with the request. Mrs. Schaefer explained the procedure for non-public transportation and Aid in Lieu. The following requests were made: the National School Nurses Day Program here at district on May 11, 2016 at 4:30 p.m. and a classroom observation. The board had no problem with any of the requests. Last discussion item was the Parent Advisory Committee which met on February 24<sup>th</sup>; at 6:00 p.m. Mr. Maceri stated that this Special Education Parent Advisory Committee (SEPAC) is opened to the community and that more parents should attend as it provides important information regarding Special Education and services. Mrs. Lofaro stated that it is a shame that not more parents take advantage of the meetings and the Superintendent Forum that are held and offered by the district.

OLD BUSINESS: None

NEW BUSINESS:

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

1. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following for the school year 2015-2016:  
Accept Monthly Discipline Report

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

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)*

<b>Company</b>	<b>Service</b>	<b>Effective</b>	<b>Cost</b>
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.

**Roll Call:**

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

Abstain: None

Absent: Mrs. Cagas

**Resolutions Approved**

OPEN PUBLIC HEARING: Mrs. Lofaro disgusted the presence of a police officer or a resource officer on the premises. She asked Mr. Maceri to once again discuss with the Township police department and see if they are interested in doing an agreement. If not then she feels the district should open up a position. Mr. Maceri asked if the board would be willing to negotiate a rate with the police department where they would have an off duty police officer get paid on an hourly rate. Ms. Davis stated that if this is going to be an open position then it should be opened to anybody applying, not just from South Hackensack. The board was in agreement. This officer would be present during after school activities held at the district.

Meeting adjourned at 8:22 p.m.

Moved by Mrs. Regan, seconded by Ms. Davis

All in favor

Respectfully submitted,

Elizabeth Schaefer  
Board Secretary



**March Meeting (February Correspondence)**

<b>To / From</b>	<b>Subject</b>
<i>Parents / Gregorio Maceri</i>	<i>Traffic Flow Route</i>
<i>South Hackensack Board of Education / Richard J. Badolato</i>	<i>Valley National Bank</i>