

SOUTH HACKENSACK BOARD OF EDUCATION
Regular Meeting Minutes
Monday, September 19, 2016

A regular meeting of the Board of Education was held on Monday, September 19, 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, Mrs. Cagas, Ms. Davis, Mrs. Lofaro, Mrs. Regan

Absent: Mr. Perdomo, Ms. Encarnacion

Also Present: Gregorio Maceri, Elizabete Schaefer, Miss Caporrino

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: None

Approval of Correspondence: 8/2016 (None)

Report of the Superintendent:

Mr. Maceri opened his report by giving the board the current enrollment which stands at 272. He informed the board that Kindergarten had to be split at the last minute due to increased enrollment. He further stated that if the enrollment next year is as high as this year, the district might not be able to rent as many classrooms out to the South Bergen Jointure as in previous years therefore losing some revenue. Other matters discussed were the satisfactory fire inspection that was done at the school, the Italian cup soccer schedule dates and times, the Kidstuff coupon books that is currently on sale by the PEO as a fundraiser for the school and the date and time for Back to School Night. Mr. Maceri then continued his report by asking the board if there were any questions or comments on any of the resolutions that were reviewed at the workshop meeting of September 12, 2016. He informed the board that resolution #23 would be tabled and that there was a change to resolution #18 regarding the extra pay for Mrs. Schaefer and Mrs. Gonzalez. No comments or questions were voiced on any of the resolutions.

OLD BUSINESS: None

NEW BUSINESS:

The following resolutions were moved by Mrs. Regan, seconded by Mrs. Cagas
Resolution #23 was tabled

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 2016-2017
(Attachment A)

The monthly district calendar

2. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve reimbursement of the Principal's Account in the amount of \$1,185.84

Description	Amount
Kindergarten Crayola Factory Trip Bus Deposit	\$300.84
Kindergarten Crayola Factory Trip Deposit	\$75.00
Bergen County Dept. of Health	\$810.00

3. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the use of the alternate method of compliance in accordance with N.J.A.C.6A:26-6.3 (h) 4iii and iii by providing toilet rooms adjacent to

or outside of the classroom in lieu of individual toilet in each classroom with respect to the Kindergarten classroom housed in room 107.

4. Be it Resolved that upon the recommendation of the Superintendent of Schools that the South Hackensack Board of Education approve room 123 as temporary instructional space for the purposes of ESL and Basic Skills instruction.
5. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Superintendent / Principal Merit Goals for the school year 2016-2017. (*Attachment B*)
6. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education ratify Gina Jiries as a Student Teacher Aide/Special Education Paraprofessional effective September 1, 2016 at a negotiated rate of \$19.50 per hour.
7. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education ratify Wendy Duva as a Pre-Kindergarten teacher effective September 1, 2016 at a negotiated salary of BA Step 1, \$48,450.00.
8. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the week of October 3rd as Week of Respect.
9. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the week of October 17th as School Vandalism and Violence Awareness Week.
10. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the amended district calendar for the school year 2016-2017. (*Attachment C*)
11. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the “Uniform State Memorandum of Agreement between Education and law Enforcement Officials (MOA).” (*as presented*)
12. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the district’s 2016-2017 Long Range Plan for educational programs / services evaluation (five year schedule). (*as presented*)

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

- P 1220 Employment of Chief School Administrator (M) (Revised)
- P 1310 Employment of School Business Administrator/Board Secretary (Revised)

- R 2414 Programs and Services for Students in High Poverty and in High Need School Districts (M) (Revised)
- P 3111 Creating Positions (Revised)
- P 3124 Employment Contract (Revised)
- P 3125 Employment of Teaching Staff Members (M) (Revised)
- P 3125.2 Employment of Substitute Teachers (Revised)
- P & R 3126 District Mentoring Program (Revised)
- P 3141 Resignation (Revised)
- P & R 3144 Certification of Tenure Charges (Revised)
- P 3159 Teaching Staff Member/School District Reporting Responsibilities (Revised)
- P 3231 Outside Employment as Athletic Coach (Revised)
- P 3240 Professional Development for Teachers and School Leaders (M) (Revised)
- R 3240 Professional Development for Teachers and School Leaders (Revised)
- P & R 3244 In-Service Training (M) (Abolished)
- P 4159 Support Staff Member/School District Reporting Responsibilities (Revised)
- P 5305 Health Services Personnel (Revised)
- R 5330 Administration of Medication (M) (Revised)
- P 5350 Student Suicide Prevention (Revised)
- R 5350 Student Suicide (Revised)
- P 9541 Student Teachers/Interns (Revised)

Multi-Year Equity Plan Policy and Regulation Guide Updates

- P 1140 Affirmative Action Program (M) (Revised)
- P 1523 Comprehensive Equity Plan (M) (Revised)
- P 1530 Equal Employment Opportunities (M) (Revised)
- R 1530 Equal Employment Opportunity Complaint Procedure (M) (Revised)
- P 1550 Affirmative Action Program for Employment and Contract Practices (M) (Revised)
- P & R 2200 Curriculum Content (M) (Revised)
- P 2260 Affirmative Action Program for School and Classroom Practices (M) (Revised)

Multi-Year Equity Plan Policy and Regulation Guide Updates (Continued)

- P & R 2411 Guidance Counseling (M) (Revised)

- P & R 2423 Bilingual and ESL Education (M) Revised)
- P 2610 Educational Program Evaluation (M) (Revised)
- P 2622 Student Assessment (M) (Revised)
- P 5750 Equal Educational Opportunity (M) (Revised)
- P 5755 Equity in Educational Programs and Services (M) (Revised)

Additional Policy and Regulation Guide Updates

- P 5339 Screening for Dyslexia (M) (Revised)
- P 5514 Student Use of Vehicles on School Grounds (Revised)
- R 5514 Student Use of Vehicles (Abolished)
- P 7481 Unmanned Aircraft Systems (UAS also known as Drones) (New)
- P & R 8441 Care of Injured and Ill Persons (M) (Revised)
- P 8454 Management of Pediculosis (New)
- P 8630 Bus Driver/Bus Aide Responsibility (M) (Revised)
- R 8630 Emergency School Bus Procedures (M) (Revised)

14. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following staff members to provide supervisory coverage at Memorial School when the Superintendent is not on-site.

Ms. Constance Truncali	Supervisor certificate
Mr. Jason Chirichella	Principal certificate
Ms. Tricia Smith	Supervisor certificate
Mr. Frank DiLorenzo	Supervisor & Principal certificate
Mrs. Carla Moreno	Supervisor & Principal certificate
Mr. Christopher Masullo	Supervisor & Principal certificate

15. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve Ms. Constance Truncali as the “Anti-Bullying” Coordinator for the district and Ms. Tricia Smith as the “Anti-Bullying” Specialist for Memorial School.

16. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education appoint the following staff members for the extracurricular teaching duties for school year 2016 - 2017 at the negotiated salary agreed upon in the 2014 – 2017 agreement between the Education Association of South Hackensack and the South Hackensack Board of Education.

Name	Extracurricular Activity
Mr. Christopher Masullo	Musical
Mr. Paris Maloupis	Musical

17. 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 2016-2017 school year. (*Attachment D*)
18. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the extra pay for maternity leave coverage from 9/1/16 to 11/11/16 for Priscilla Gonzalez and Elizabete Schaefer at a rate each of \$537.50 per month.
19. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve a \$52.00 event payment to soccer referees for the 2016 – 2017 school year.
20. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following requests for professional leave:

Name	Topic	Date	Cost
Jessica Carroll	McRel Teacher Evaluation Training	October 24, 2016	\$149.00
Jaymie Mainieri	McRel Teacher Evaluation Training	October 24, 2016	\$149.00
Jennifer Zanelli	McRel Teacher Evaluation Training	October 24, 2016	\$149.00

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

Name	Topic	Date	Cost
Valentine Thom	NJ Science Convention 2016	October 25 & 26, 2016	\$295.00
Carla Moreno	All Things Google - Advanced	December 6, 2016	FREE
Carla Moreno	All Things Google - Beginner	September 26, 2016	FREE
Christina Caporrino	All Things Google - Advanced	December 6, 2016	FREE
Christina Caporrino	All Things Google - Beginner	September 26, 2016	FREE

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

Affirmative Action	School Safety Team
Gregorio Maceri	Gregorio Maceri
Constance Truncali	Constance Truncali
Jason Chirichella	Gina Kipp
Mary Gould	Rita Liggio
Tricia Smith	Jason Chirichella
Kelly Marrella	Tricia Smith

23. Be it resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Quality Assurance Project Plan (QAPP) for Drinking Water Sampling of Lead Concentrations in School Drinking Water Outlets. *(as presented)*

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

25. 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 E)*

- Board Secretary's Report
- Treasurer's Report
- Monthly Fund Transfer Report
- July 2016

26. 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.

27. 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 August 2016 in the amount of \$78,132.76 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.

28. 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 September 2016 in the amount of \$242,284.00 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 \$242,132.76

29. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Bill List for August 2016.

(Attachment F)

Fund 10	\$ 385,167.07
Fund 20	\$ 0
Fund 30	\$ 0
Fund 40	\$ 84,610.00
Fund 50	\$ 1,644.22
Total	\$ 471,421.29

Roll Call:

Ayes: Mr. Aquilina, Mrs. Cagas, Ms. Davis, Mrs. Lofaro, Mrs. Regan

Abstain: None

Absent: Ms. Encarnacion, Mr. Perdomo

Resolutions Approved

INDIVIDUAL MOTIONS:

The following resolution was moved by Mrs. Regan, seconded by Mrs. Cagas

1. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education ratify the joint contract between Region II and the South Hackensack Board of Education, effective July 1, 2016 to June 30, 2017. *(Attachment G)*

Roll Call:

Ayes: Mr. Aquilina, Mrs. Cagas, Ms. Davis, Mrs. Lofaro, Mrs. Regan

Abstain: None

Absent: Ms. Encarnacion, Mr. Perdomo

Resolution Approved

The following resolution was moved by Mrs. Cagas, seconded by Mr. Aquilina

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

Name	University / College	Course	Credits	Session	Cost / Reimbursement
Phillip Cerone	University of Phoenix	Curriculum Constructs and Assessment: Science and Mathematics	4	Fall 2016	\$800.00
Phillip Cerone	University of Phoenix	Advanced Structured English Immersion Methods	3	Fall 2016	\$600.00
Phillip Cerone	University of Phoenix	Curriculum Constructs and Assessment: Visual and Performing Arts	2	Fall 2016	\$400.00
Christina Caporrino	University of Phoenix	Methods of Coaching in the Instructional Setting	3	Fall 2016	\$600.00
Christina Caporrino	University of Phoenix	Using Technology for Teaching and Learning	3	Fall 2016	\$600.00
Christina Caporrino	University of Phoenix	Engaging in Communities of Practice	3	Fall 2016	\$600.00

Roll Call:

Ayes: Mr. Aquilina, Mrs. Cagas, Ms. Davis, Mrs. Lofaro, Mrs. Regan

Abstain: None

Absent: Ms. Encarnacion, Mr. Perdomo

Resolution Approved

OPEN PUBLIC HEARING: None

PRIVATE SESSION: None

Meeting adjourned at 7:46 p.m.

Moved by Mrs. Regan, seconded by Ms. Davis

All in favor

Respectfully submitted,

Elizabete Schaefer

Board Secretary