

**SOUTH HACKENSACK BOARD OF EDUCATION**  
**Regular Meeting Minutes**  
**Monday, January 14, 2019**

A regular meeting of the Board of Education was held on Monday, January 14, 2019, 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 the President, Mr. Aquilina

Mr. Aquilina read the following statement:

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

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

Present: Ms. Anzevino, Mr. Aquilina, Mr. Donatello, Mr. Lemonie, Mr. Tornambe

Absent: Ms. Davis, Ms. Paladino

Also Present: Gregorio Maceri, Elizabete Schaefer, Ms. Caporrino

Mr. Aquilina led the Board in the Flag salute

Presentations: None

Public Discussion on Agenda Resolutions: None

**Mr. Aquilina 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: 12/2018

(On file in the business office) moved by Ms. Anzevino, seconded by Mr. Donatello

**Roll Call:**

Ayes: Ms. Anzevino, Mr. Aquilina, Mr. Donatello, Mr. Lemonie, Mr. Tornambe  
Abstain: None  
Absent: Ms. Davis, Ms. Paladino

Report of the Superintendent:

Mr. Maceri opened his report by giving the board the current enrollment which is at 291. He shared some Good News with the board regarding Grade 3 – Mrs. Castillo’s class who are currently participating in the 50 states postcard exchange with other schools around the United States. This activity reinforces social studies and science lessons on geography, weather, climate etc. He discussed the Memorial School Holiday Fund, the date for QSAC and the 8<sup>th</sup> Grade Beefsteak. Ms. Schaefer reminded the board about the mandated board training that needs to be completed and the Personal/Relative and Financial disclosure statements. She reminded the 2 new board members to have this done within 30 days of taking office. Mr. Maceri then continued his report by asking the board if there were any questions or comments on any of the resolutions presented and that were reviewed at the workshop meeting of January 7, 2019. One additional resolution was added to agenda. No comments or questions were voiced on any of the resolutions.

OLD BUSINESS: None

NEW BUSINESS:

The following resolutions were moved by Ms. Anzevino, seconded by Mr. Lemonie

**Resolution #18 was tabled**

1. 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 \$45.24

| Description     | Amount  |
|-----------------|---------|
| School Supplies | \$45.24 |

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 2018-2019:  
Accept Monthly Discipline Report

| Month          | In-School Suspensions |
|----------------|-----------------------|
| September 2018 | 0                     |
| October 2018   | 2                     |
| November 2018  | 2                     |
| December 2018  | 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 2018-2019:

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

| Month          | HIB Incidents |
|----------------|---------------|
| September 2018 | 0             |
| October 2018   | 0             |
| November 2018  | 0             |
| December 2018  | 0             |

4. 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 2018-2019:  
(Attachment A)

The monthly district calendar

5. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the professional development request(s) below.

| Name          | Professional Development                                | Date             | Cost   |
|---------------|---|------------------|--------|
| Mary Gould    | ELL Program Supervisor and Coordinator Roundtable-North | January 16, 2019 | \$0    |
| Lisette Vidal | Best Use of Google Classroom                            | January 14, 2019 | \$259* |

\*Paid for with Title III funds

6. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the academic credit request(s) below.

| Name                        | College / University                 | Course  | Session                  | Credits |
|-----------------------------|--------------------------------------|---|--------------------------|---------|
| Lori Murphy<br>Susan D'Elia | University of California (San Diego) | Best Practices for a Successful 4 <sup>th</sup> – 6 <sup>th</sup> Grade Classroom | Spring<br>On-line Course | 3       |
| Rita Liggio                 | University of California (San Diego) | Guiding Emergent and Early Writers to Success                                     | Winter<br>On-line Course | 3       |

7. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education ratify the contract with Educational Services Commission of New Jersey for student #646 to provide instructional services, not to exceed 5 hours per week. *(as presented)*
8. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education ratify the contract with Educational Services Commission of New Jersey for student #687 to provide instructional services. *(as presented)*
9. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Local Mentoring Plan for 2019-2022. *(as presented)*
10. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the trip request below.

| Grade | Date           | Time                  | Trip                               |
|-------|----------------|-----------------------|------------------------------------|
| 2     | March 28, 2019 | 8:45 a.m. – 3:00 p.m. | American Museum of Natural History |
| 2     | May 2, 2019    | 9:30 a.m. – 2:45 p.m. | Field Station Dinosaurs            |

11. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following faculty members for the “self-funded” Before Care Program for the 2018-2019 school year.

| Name            | Position | Rate of Pay |
|-----------------|----------|-------------|
| Nicole Cordeiro | Teacher  |             |

12. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Business Administrator to pay January 2019 bills.
13. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following reports in accordance with NJAC 6A:23-2.11(a) and NJAC 6A:23-2.11(b). (*Attachment B*)
- Board Secretary’s Report
  - Treasurer’s Report
  - Monthly Fund Transfer Report
  - November 2018
14. 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.
15. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the actual payroll for the month of December 2018 in the amount of \$289,550.96 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.
16. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the estimated payroll for the month of January 2019 in the amount of \$280,000.00 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 \$280,000.00

17. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the Bill List for December 2018.

*(Attachment C)*

|         |    |            |
|---------|----|------------|
| Fund 10 | \$ | 744,130.58 |
| Fund 20 | \$ | 11,827.98  |
| Fund 30 | \$ | 0          |
| Fund 40 | \$ | 0          |
| Fund 50 | \$ | 5,409.79   |
| Total   | \$ | 761,368.35 |

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18. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following for the 2018-2019:

Accept the audit for the fiscal year ended June 30, 2018

Accept the Corrective Action Plan for the fiscal year ended June 30, 2018 *(Attachment D)*

19. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the following job descriptions for the South Hackensack School District. *(as presented)*

| Title of Job Description           | Revised          | New | Abolish | Comments |
|------------------------------------|------------------|-----|---------|----------|
| Teacher Aide                       | January 14, 2019 |     |         |          |
| Teacher of Physical Education      | January 14, 2019 |     |         |          |
| Teacher of Social Studies          | January 14, 2019 |     |         |          |
| Teacher of English                 | January 14, 2019 |     |         |          |
| Teacher of Reading                 | January 14, 2019 |     |         |          |
| Teacher of World Language          | January 14, 2019 |     |         |          |
| Teacher of Math                    | January 14, 2019 |     |         |          |
| Teacher of Science                 | January 14, 2019 |     |         |          |
| Teacher of Computers / Keyboarding | January 14, 2019 |     |         |          |
| Resource Room Teacher              | January 14, 2019 |     |         |          |
| Basic Skills Teacher               | January 14, 2019 |     |         |          |

|  |                  |                  |  |  |
|--|------------------|------------------|--|--|
| Administrative Assistant to the Superintendent | January 14, 2019 |                  |  |  |
| Board Secretary                                | January 14, 2019 |                  |  |  |
| Superintendent                                 | January 14, 2019 |                  |  |  |
| Teacher (PK-5)                                 | January 14, 2019 |                  |  |  |
| Substitute Teacher Aides                       | January 14, 2019 |                  |  |  |
| Library Media Specialist                       | January 14, 2019 |                  |  |  |
| Lunchroom Aide                                 | January 14, 2019 |                  |  |  |
| School Nurse                                   | January 14, 2019 |                  |  |  |
| Substitute Teacher                             | January 14, 2019 |                  |  |  |
| Substitute Nurse                               | January 14, 2019 |                  |  |  |
| School Secretary                               | January 14, 2019 |                  |  |  |
| Literacy Coach                                 | January 14, 2019 |                  |  |  |
| Custodian                                      | January 14, 2019 |                  |  |  |
| Principal                                      | January 14, 2019 |                  |  |  |
| Board Office Assistant                         | January 14, 2019 |                  |  |  |
| Summer Enrichment Program Director             |                  | January 14, 2019 |  |  |
| Summer Enrichment Program Teacher              |                  | January 14, 2019 |  |  |
| Summer Enrichment Program Counselor            |                  | January 14, 2019 |  |  |

20. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the submission of the Paraprofessional Statement of Assurance. *(as presented)*

**Roll Call:**

Ayes: Ms. Anzevino, Mr. Aquilina, Mr. Donatello, Mr. Lemonie, Mr. Tornambe  
 Abstain: None  
 Absent: Ms. Davis, Ms. Paladino

**Resolutions Approved**

**Individual Resolution:**

The following resolution was moved by Mr. Donatello, seconded by Mr. Tornambe

1. Be it Resolved that upon the recommendation of the Superintendent of Schools the South Hackensack Board of Education approve the submission of the Student Safety Data System (SSDS) Report Period 1.

**Roll Call:**

Ayes: Ms. Anzevino, Mr. Aquilina, Mr. Donatello, Mr. Lemonie, Mr. Tornambe

Abstain: None

Absent: Ms. Davis, Ms. Paladino

**Resolution Approved**

OPEN PUBLIC HEARING: None

PRIVATE SESSION: None

Adjournment:

Meeting adjourned at 7: 41 p.m.

Moved by Mr. Lemonie, seconded by Mr. Tornambe

All in favor

Respectfully submitted,

Elizabete Schaefer  
Board Secretary



**January Meeting (December Correspondence)**

| <b>To / From</b>                               | <b>Subject</b>        |
|--|-----------------------|
| <i>Roth D'Aquanni / Elizabete Schaefer</i>     | <i>Board Attorney</i> |
| <i>The Legal Center / Elizabete Schaefer</i>   | <i>Board Attorney</i> |
| <i>Fogarty &amp; Hara / Elizabete Schaefer</i> | <i>Board Attorney</i> |