

**HACKENSACK BOARD OF EDUCATION  
191 SECOND STREET, HACKENSACK, NJ 07601  
SPECIAL MEETING MINUTES  
MARCH 15, 2023**

**I Flag Salute / Moment of Silence / Sunshine Statement / Call to Order / Roll Call**

In accordance with the Open Public Meetings Act, N.J.S.A. 10:4-6 et seq., adequate notification of this meeting has been provided by advertising in the Record and posting notice in the Board of Education Administration Building (Padovano Education Center) and filing notice with the City Clerk. I hereby call to order the Special Meeting on Wednesday, March 15, 2023, in the Conference Room at the Board of Education Administration Building (Padovano Education Center), at 06:18 pm.

<b><i>Board Member</i></b>	<b><i>Present</i></b>	<b><i>Absent</i></b>
Mr. Bendezu (Julio)		x
Mr. Carroll (Demetrius)		x
Mr. Coleman (Christopher)		x
Ms. Cordero-Outen (Lisette)	x	
Ms. Maury (Jennifer)		x
Mr. Oates (Michael)	x	
Mr. Powell (Lancelot)		x
Ms. Somerville (Marlene)	x	
Mr. Rodriguez (Anthony), Vice President	x	
Mr. James-Vickery (Scott), President	x	

**Also present:**

Robert Sanchez, Superintendent  
Lydia Singh, School Business Administrator/Board Secretary  
Jaclyn S. D'Arminio, Board Attorney

**II Be It Resolved,** that the Hackensack Board of Education will not meet in Executive Session on Wednesday, March 15, 2023 to discuss Legal, Personnel, student related matters, HIB Reports, Negotiations and other confidential matters. The Special Meeting is only to approve the preliminary 2023-2024 Budget for submission to the County.

**III Public Comments**

Public participation shall be governed by the following rules: 1) If in person, a participant must sign the "sign-in" sheet and be recognized by the presiding officer and must preface comments by an announcement of his/her name, municipality of residence, and group affiliation, if applicable; 2) Each statement made by a participant shall be limited to three (3) minutes' duration during the public session; 3) All statements, questions, or inquiries shall be directed to the presiding officer and any questions or inquiries directed by a participant to another Board member shall be redirected to the presiding officer who shall determine if such statement, question, or inquiry shall be addressed by the presiding officer on behalf of the Board or by the individual Board member; and 4) All Board and/or Superintendent responses to questions or inquiries shall be held until the end of public participation.

- **None**

**IV Resolution**

**D1a Resolution to Approve the preliminary 2023-2024 School Year Budget**

**Whereas**, the Hackensack Board of Education, County of Bergen, approves the preliminary **2023-2024 School Year Budget** in accordance with N.J.S.A.18A:7F-6 as follows:

Charter Schools Tuition (Fund 10)	\$7,262,443.00
Current General Expense (Fund 11)	\$135,096,666.00
Capital Outlay (Fund 12)	\$4,626,612.00
<b>SUBTOTAL GENERAL FUND</b>	<b>\$146,985,721.00</b>
Special Revenue (Fund 20)	\$8,119,110.00
Debt Service (Fund 40)	\$0.00
<b>TOTAL APPROPRIATIONS</b>	<b>\$155,104,831.00</b>

**And, Whereas**, upon County approval the budget will be advertised in the Bergen Record in accordance to the format promulgated by the New Jersey Department of Education and according to law; and

**Whereas**, a Public Hearing on the budget for the 2023-2024 school year will be conducted during the April 24, 2023 Board of Education Meeting;

**Now, Therefore Be It Resolved**, that the **GENERAL FUND** tax levy of **\$89,151,864.00** and **DEBT SERVICE** tax levy of \$0.00 is approved to support the 2023-2024 school year budget.

**D1b Whereas**, the district has a taxing authority which is comprised of:

Banked Cap Available in 2023-2024	\$2,228,880.00
2.00% Allowable Tax Levy Adjustment	\$1,748,075.00
Base 2022-2023	\$87,403,788.00
<b>Total Available Tax Levy Authority</b>	<b>\$91,380,743.00</b>

**Whereas**, The Board has approved that there should be raised, for the General Fund, a tax levy of \$89,155,864.00, which includes a 2.00% tax levy increase in the amount of \$1,748,075.00,

**Now, Therefore Be It Resolved**, that the Hackensack Board of Education, in the County of Bergen, New Jersey approves that the unused, unexpired taxing authority of \$2,228,880.00 (**Banked Cap**) be held for potential use in the subsequent allowable fiscal years.

**D1c Be It Resolved**, in accordance with N.J.A.C. 6A:23A-7.3(a), which provides that the Hackensack Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2023-2024 school year, and

**Whereas**, school district policy and N.J.A.C.6A:23A-7.3(a) provides that the Hackensack Board of Education established in the annual school budget a maximum expenditure amount that may be allotted for travel and expense reimbursement for the 2023-2024 school year; and

**Whereas**, the maximum expenditure amount allotted for travel and expense reimbursements for the 2023-2024 school year is \$250,000.00; and

**Whereas**, travel and expense will be reimbursed as per individual contract and in accordance with Board Policy,

**Now, Therefore Be It Resolved**, that the Hackensack Board of Education, in the County of Bergen, New Jersey hereby establishes the school district travel maximum for the 2023-2024 school year at the sum of \$250,000.00, and,

**Be It Further Resolved**, that the School Business Administrator shall track and record these costs to ensure that the maximum is not exceeded.

**D1d Whereas**, this budget includes a **withdrawal** from **Capital Reserve**, in the amount of \$3,000,000.00, with a net balance in Capital Reserve in the amount of \$3,586,847.00, and

**Whereas**, the transfer of these reserves supports the following capital projects that are in addition to the Facilities Efficiency Standards determined by the Commissioner of Education necessary to achieve the Student Learning Standards adopted by the State Board of Education:

<i>Project Number</i>	<i>Description</i>	<i>Budgeted Cost</i>
03-1860-300-xxxx	<b>Hackensack Middle School Athletic Bubble</b>	\$1,500,000.00
03-1860-300-xxxx	<b>Nellie K. Parker Elementary School Security Vestibule</b>	\$1,500,000.00
	<b>Total</b>	<b>\$3,000,000.00</b>

**Now, Therefore Be It Resolved**, that the amount authorized to be **withdrawn from the Capital Reserve** account is \$3,000,000.00.

**D1e Whereas**, this budget includes a **withdrawal** from **Maintenance Reserve**, in the amount of \$1,800,000.00, with a net balance in Maintenance Reserve in the amount of \$785,762.00, and

**Now, Therefore Be It Resolved**, that the amount authorized to be **withdrawn from the Maintenance Reserve** account is \$1,800,000.00

**D1f Whereas**, N.J.A.C. 6A:23A:5.2(a) mandates boards to establish annually prior to budget preparation, for public relations and each type of professional service, a maximum level of spending for the ensuing school year; and

**Whereas,** the budget includes the following appropriations:

Account Code	Professional/Technical Service	Amount
11-000-213-300	Health - School Physician	\$75,800.00
11-000-216-320	Purchased Student Related Support Services	\$1,940,000.00
11-000-217-320	Purchased Professional Extraordinary Services	\$977,500.00
11-000-218-320/390	Student Guidance Services - Medical Screenings	\$45,750.00
11-000-219-320/390	Purchased Prof-Ed Services -Educational/Medical Services Provided to Students	\$230,500.00
11-000-221-320/500	Improvement Instruction Purch Ed Serv	\$102,300.00
11-000-222-320/390	Educational Media Purch Services	\$9,200.00
11-000-223-320/390	Purchased Professional Development Services - Speakers	\$302,010.00
11-000-230-331	Legal Services	\$375,000.00
11-000-230-332	Auditor Fees	\$65,000.00
11-000-230-334/390	Architect/Engineer Services	\$12,000.00
11-150-100-320	Hospital Based Homebound Instruction	\$25,000.00
11-190-100-320/340	Substitute Instructional Staff/Tech Services	\$2,070,492.00
11-190-100-500	Regular Program Inst Other Purchased Services	\$1,656,595.00
12-000-400-334/390	Capital Projects - Architect/Engineer Services	\$1,211,300.00
	<b>Total</b>	<b>\$9,098,447.00</b>

and,

**Whereas,** the Administration needs to notify the Board if there arises a need to exceed said maximums, upon which the Board may adopt a dollar increase in the maximum amount through formal Board action; and

**Whereas,** the Board and Administration wishes to minimize the amount of paperwork involved in this area;

**Now Therefore Be It Resolved,** that the Hackensack Board of Education, in the County of Bergen, New Jersey establishes maximums for professional services in the areas listed above at a level of 120% of the amounts listed for the 2023-2024 school year.

**D1g Whereas**, N.J.A.C. 6A:23A:5.2(a) mandates boards to establish annually, prior to budget preparation, anticipated revenue from Medicaid SEMI, and

**Whereas**, the Hackensack Board of Education, in the County of Bergen, New Jersey did not require a waiver based on alternate projected revenue for the Special Education Medicaid Initiative (**SEMI**) program, based on medicaid eligible students who receive a related service,

**Now, Therefore, Be It Resolved** that the district approves the anticipated SEMI revenue amount of \$218,150.00.

**D1h Resolution to Approve the Health and Prescription appropriations for the 2023-2024 school year**

**Whereas**, the Hackensack Board of Education, in the County of Bergen, New Jersey approves Resolution to adopt the Health and Prescription appropriations for the 2023-2024 school year.

Approval of Finance and Budget Resolutions <b>D1a – D1h</b>				
<b>Motion: Trustee Rodriguez</b>	<b>Second: Trustee Oates</b>			
	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
Mr. Bendezu (Julio)				<b>x</b>
Mr. Carroll (Demetrius)				<b>x</b>
Mr. Coleman (Christopher)				<b>x</b>
Ms. Cordero-Outen (Lissette)	<b>x</b>			
Ms. Maury (Jennifer)				<b>x</b>
Mr. Oates (Michael)	<b>x</b>			
Mr. Powell (Lancelot)				<b>x</b>
Ms. Somerville (Marlene)	<b>x</b>			
Mr. Rodriguez (Anthony), Vice President	<b>x</b>			
Mr. James-Vickery (Scott), President	<b>x</b>			

**V Board Comments**

- Good job on the budget Lydia and Mr. Sanchez
- Good work putting the budget together
- Excellent job on the budget
- Thanks to all for attending tonight's meeting

**VI Adjournment**

*Trustee Rodriguez motioned to adjourn at 6:38 p.m., seconded by Trustee Oates, all present members voting aye.*

March 15, 2023  
Hackensack Special Board Meeting Minutes

Respectfully submitted,

A handwritten signature in cursive script, appearing to read "Lydia Singh".

Lydia Singh,  
School Business Administrator/Board Secretary

**APPROVED**