

# **HASBROUCK HEIGHTS BOARD OF EDUCATION**

**Thursday, January 31, 2019**

**Regular Meeting Agenda (Final)**

**Time: 7:30 p.m.**

**I. A. Meeting called to order at:**

**B. Announcement of adequate meeting:**

The New Jersey Open Public Meeting Law was enacted to insure the right to the public to have advance notice of and to attend the meetings of public bodies at which business affecting their interest is discussed or acted upon.

Pursuant to the New Jersey Open Public Meeting Act, Public Law 1975, Chapter 231, the Board Secretary caused notice of this meeting to be given to the public and the press on **January 3, 2019**. Said notice was posted at the Hasbrouck Heights Municipal Building, Hasbrouck Heights Board of Education Office, Hasbrouck Heights Middle and High School, Euclid Elementary School and Lincoln Elementary School.

Notice of said meeting was published under legal notice in The Record.

**C. Roll Call**

**II. Flag Salute**

**III. Presentations**

**IV. 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.

- V. Approval of Minutes: 12/13/18 & 01/03/19
- VI. Correspondence and Report of School Business Administrator/Board Secretary
- VII. Report of the Board President
- VIII. Report of the Superintendent
- IX. Committee and Liaison Reports:
  - A. Education/Curriculum
  - B. Special Education
  - C. Technology
  - D. Facilities
  - E. Recreation
  - F. Finance
  - G. Personnel
  - H. Policy
  - I. NJ/BCSBA
  - J. Borough Council Liaison
  - K. Faculty Liaison
  - L. PTA Liaison

X. Resolutions:

Awards:

None

Education /Curriculum Committee

E01-01-19 Approve Monthly Superintendent Discipline Report

E01-02-19 Approve Monthly Superintendent HIB Report

E01-03-19 Approve Monthly District Calendar

E01-04-19 Approve Workshops

E01-05-19 Approve Dental Screening

E01-06-19 Approve Program

E01-07-19 Approve Memorandum of Agreement

### Special Education Committee

- S01-01-19 Approve Special Services
- S01-02-19 Approve Amended Resolution
- S01-03-19 Approve OOD Placement
- S01-04-19 Approve Professional Development
- S01-05-19 Approve Contracted Vendor

### Technology Committee

None

### Facilities Committee

- B01-01-19 Approve Facilities Use

### Recreation Committee

- R01-01-19 Approve Field Trip Calendar
- R01-02-19 Approve Fundraisers
- R01-03-19 Approve Professional Day
- R01-04-19 Approve Program
- R01-05-19 Approve Atlantic City Wrestling Tournament (if qualified)

### Finance Committee

- F01-01-19 Approve Financial Certification
- F01-02-19 Approve Actual Payroll for December
- F01-03-19 Approve Estimated Payroll for January
- F01-04-19 Approve Bill Authorization – January
- F01-05-19 Approve Actual Bills List – November & December
- F01-06-19 Approve Board Secretary's Report – November & December
- F01-07-19 Approve Line Item Transfers – November & December
- F01-08-19 Approve Staff Member's Child paid Tuition
- F01-09-19 Approve Purchase for Corpus Christi
- F01-10-19 Approve Repairs
- F01-11-19 Approve Info Source for N/P PD for Corpus Christi
- F01-12-19 Approve Purchase of State Championship Ring

### Personnel

- P01-01-19 Approve Personnel Action
- P01-02-19 Approve Personnel Action
- P01-03-19 Approve Personnel Action
- P01-04-19 Approve Personnel Action

P01-05-19 Approve Personnel Action  
P01-06-19 Approve Personnel Action  
P01-07-19 Approve Personnel Action  
P01-08-19 Approve Personnel Action  
P01-09-19 Approve Personnel Action  
P01-10-19 Approve Personnel Action  
P01-11-19 Approve Personnel Action  
P01-12-19 Approve Personnel Action  
P01-13-19 Approve Personnel Action  
P01-14-19 Approve Personnel Action  
P01-15-19 Approve Personnel Action

Policy Committee:

PL01-01-19 Approve Policies/Regulations

XI. Old Business

XII. New Business

XIII. 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.

XIV. Private Session (If necessary)

XV. Adjournment

**HASBROUCK HEIGHTS BOARD OF EDUCATION  
RESOLUTIONS – January 31, 2019 (Final)**

**Awards and Presentations:**

RESOLUTIONS:

None:

EDUCATION/CURRICULUM COMMITTEE:

RESOLUTIONS:

E01-01-19     Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018 – 2019 school year:

Accept Monthly Discipline Report

E01-02-19     Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018 – 2019 school year:

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

2019 – HS –0

2019 – MS – 5 & 6 (two investigations)

2019 – LS – 0

2019 – ES - 0

Listed above are the number of investigations from December 13, 2018

E01-03-19     Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

The monthly district calendar

- E01-04-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following workshops for the 2018-2019 school year:
- 1/16/19 – C. Tacinelli, L. Mansfield & M. Pagano - I & RS Workshop – Oradell, NJ @ no cost to district
  - 1/23/19 – N. DeBonis – Phase II Assessment Outreach – Monroe, NJ @ no cost to district
  - 2/11/19 – N. DeBonis – Phase II of Assessment Outreach – Trenton, NJ @ no cost to district
  - 1/16/19 & 2/8/19 – H. Prashker – Phase II of Assessment Outreach – Monroe, NJ @ no cost to district
  - 1/16/19 – K. Felicetti, M. Pagano, K. O’Hagan, B. Christianson, L. Mansfield, C. Tacinelli - I & RS training @ no cost to district
  - 1/11/19, 3/29/19, 6/7/19 – K. O’Hagan, L. Gesell, - BC School Counselor Association workshops @ no cost to district
  - 1/16/19 – C. Capozzi – BPASL “Advocate for your Library” – Tenafly, NJ @ no cost to district
  - 2/27/19 – H. Pope –APELA workshop – River Dell, NJ @ no cost to district
  - 1/8/19 – N. DeBonis, C. Capozzi, M. Warren, B. Trexler – NJECC conference – Montclair, NJ @ \$125 each cost to district
  - 1/31/19 – H. Prashker & N. Rucci – Bergen County Curriculum Consortium ELL Roundtable – BCC – Lyndhurst, NJ @ no cost to district
  - 2/13/19 – M. Sickels - TCRWP conversation for NJ leaders – Ringwood, NJ @ no cost to district
  - 3/22/19 – C. Cassidy – NJ Vietnam Veterans’ Memorial Forum – Holmdel, NJ @ \$75 cost to district
- E01-05-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:
- 2/5/19 – ES and 2/12/19 LS – dental screens with Dr. Bodenstein & Dr. Mason for grades 1 – 5 at no cost to district
  - 2/4/19 – Dr Gorkowitz – dental lessons – ES - grades K-2 at no cost to district
  - 3/7/19 – C. Lange – online residency workshop @ \$150 cost to district
- E01-06-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:
- Week of 2/27/19 - Deena Sullivan – Author visit to LS for Read Across America @ no cost to district

Week of 2/27/19 – D. Snelson – Author visit to LS for Read Across America @ a cost of \$200 to be paid out of student activity

E01-07-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

Approve the revised Uniform State Memorandum of Agreement between Education and Law enforcement Officials for the 2018 – 2019 school year  
**(on file in Superintendents office)**

#### SPECIAL EDUCATION COMMITTEE:

#### RESOLUTIONS:

S01-01-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following special services for the 2018 – 2019 school year:

Student #6552 – home instruction – 5/hrs per week – 1 hr/wk each for science, math, LA, social studies, and gym plus prep – 1/7/19 approx to 2/8/19

Student #1000074 – Integrated Translation Services for one hour @ \$75/hr

Student #1000417 – home instruction – 5.25 hrs/wk not to exceed \$14,070 – BCSS

Student #1001241 – teacher of the deaf – 2 time per week starting January 2019 – not to exceed \$7,920 – BCSS

Student #1001594 – reduce from 2 times per month to one – teacher of the deaf services – effective 12/13/18 - not to exceed \$3,630 – BCSS

Student #1001098 – Assistive Technology Evaluation @ \$876 – BCSS

Student #6625 – bedside instruction – 5 hrs/wk @ \$46/hr- beginning 12/17/18 – Learnwell

Student #1000705 – home instruction – up to 5 hrs/wk plus prep – all subjects based on need @ \$40/hr beginning 12/12/18 – 1/25/19

Student #1294 – home instruction – 6 hrs/wk plus prep @ \$40/hr – beginning 12/20/18 to DTBD

Student #1001943 – neurological evaluation @ \$500 – Dr. Ladak

Student #1001444 – home instruction – 10 hrs/wk plus prep @ \$40/hr beginning 1/18/19 to DTBD

Student #990239 – home instruction – 5 hrs/wk plus prep @ \$40/hr – beginning 1/21/19 – DTBD

Student #1000417 – home instruction – increase from 4 hrs/wk plus prep to 6 hrs/wk plus prep @ \$40/hr – beginning 1/17/19 – Helen Costa

Student #1001627 – bedside instruction @ 5 hrs per week @ \$40/hr beginning 1/22/19 – DTBD – Professional Education Service

Student #4461 – Write Place Test - @ \$40/hr not to exceed 5 hrs  
Student #5873 – educational evaluation @ \$700 – Dr. Petrozzino

- S01-02-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018 – 2019 school year:

Amend Resolution S10-02-18 - to extend LDTC replacement contract through 1/17/19 – not to exceed \$38,097 - BCSS

- S01-03-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following OOD Placement services for 2018 – 2019 school year:

Student #1001962 – Primetime Campus - SBJC @ \$43,200 pro-rate from 1/2/19 to 6/26/19

- S01-04-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following professional development for 2018 – 2019 school year:

1/14/19 – 1/19/19 – J. Gribbin – CPI Train the Trainer Restraint and Seclusion Policy – Saddle Brook, NJ @ cost to district of \$3,249  
2/7/19 – L. Gesell - HIB training – Education Development Software @ \$99  
5/23/19 – D. Johnson & M. Philp – Intervention Plans for HIB – Educational Development Software  
5/23/19 – L. Ciraco – HIB Intervention Planning – Educational Development Training @ no cost to district  
3/28/19 – A. Calligy & K. O’Hagan – Intervention Plans for HIB Aggressors and Targets @ \$99 each cost to district  
3/7/19 – D. Johnson – Childhood Disrupted @ \$100 – Careplus

- S01-05-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following contracted vendors for the 2018 – 2019 school year:

Approve Valley Health System for drug screenings (**Attachment A**)



TECHNOLOGY COMMITTEE:

RESOLUTIONS:

None

FACILITIES COMMITTEE:

RESOLUTIONS:

B01-01-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018 – 2019 school year:

Facilities Use (**Attachment B**)

RECREATION COMMITTEE:

RESOLUTIONS:

R01-01-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

District Field Trip Calendar

R01-02-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following fundraisers for the 2018-2019 school year:

01/21/19 – 2/1/19 – Outreach Club – canned food drive – P. McShane

1/28/19 – 2/14/19 – Freshman Class – candygrams and stressball sales – P. McShane

LS student council – drive to collect items to create First Night Kits for Jersey Cares

LS student council – beach towel fundraiser

February 2019 – National Honor Society – candy pre sale – V. Tsakelova

February 2019 – National Honor Society – clothes, canned food, gift drive – V. Tsakelova

February – March – Freshman class – stress therapy assorted products sales – P. McShane

March 2019 – Junior class – chocolate covered pretzel sale - K. MacDonald

R01-03-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

1/11/19 – A. Baeira – professional day

R01-04-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

5/15/19 & 5/16/19 – Buehler Challenger and Science Center – Paramus, NJ @ a cost of \$4752 to district

R01-05-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

2/27/19 - Approve Atlantic City Wrestling trip (if qualified) – not to exceed \$4150.00

#### FINANCE COMMITTEE:

#### RESOLUTIONS:

F01-01-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights 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.

F01-02-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the actual payroll for the month of December 2018 in the amount of \$1,860,153.32 and that the President of the Board and the School Business Administrator are hereby authorized to sign warrants up to and including the above.

F01-03-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the estimated payroll for the month of January 2019 at \$1,800,000 and that the President of the Board and the School Business Administrator are hereby authorized to sign warrants up to and including the above \$1,800,000.

F01-04-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the President of the Board and the Board Secretary are hereby authorized to sign warrants for supplies and materials received and services rendered to the Hasbrouck Heights School District for the month of January 2019.

F01-05-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

<b>Bills List for the month of</b>		<b><u>Nov 2018</u></b>	<b><u>Dec 2018</u></b>
Fund 10	General Fund	\$2,924,137.11	\$3,107,542.68
Fund 20	Special Revenue	\$ 96,297.53	114,050.64
Fund 30	Capital Projects	\$	
Fund 40	Debt Service	\$ 0.00	0 .00
Fund 60	Enterprise	\$ 85,739.74	80,003.54
Fund 95	Student Activity	\$ 22,248.77	12,851.32
<b>Total</b>		<b>\$3,128,423.15</b>	<b>\$3,314,448.18</b>
Fund 10	Voided Checks	\$ 94.00	1,760.96
Fund 20	Voided Check	\$ 0.00	0.00
Fund 95	Voided Checks	\$ 2,264.71	4,774.00

**(Attachment C)**

F01-06-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Board of Education approve the following reports in accordance with NJAC 6A:23-2.11 (a) and NJAC 6A:23-2. 11 (b).

Board Secretary's Report  
Cash Report  
Monthly Fund Transfer Report  
November & December **(Attachment D)**

F01-07-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018 – 2019 school year:

Approve the monthly line item transfers for November & December  
**(Attachment E)**

F01-08-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2019-2020 school year:

Approve LS staff member's child to attend LS @ a cost of \$2500/yr

F01-09-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018 – 2019 school year:

February 2019 – approve Corpus Christi Pre-K teachers for professional development – 3 teachers @ \$244 each = \$732 from Title IIA account #20-270-100-300-00-10-46

F01-10-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018 – 2019 school year:

Approve emergency repairs at ES – RIS Construction Corp – PO #901549 Ed Data Bid #8543 – amount not to exceed \$23,000

F01-11-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018 – 2019 school year:

Approve Info source for N/P Professional Development for Corpus Christi School @ \$1997 - Title IIA account 20-270-100-300-00-10-46

F01-12-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

Purchase of Championship football ring for the show case @ \$220

PERSONNEL COMMITTEE:

RESOLUTIONS:

- P01-01-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

**Substitute Secretary:**

C. Bello @ \$11/hr

- P01-02-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

**Paraprofessional:**

C. Wolf – ES @ \$22,831 pro-rate to 2/21/19

- P01-03-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

**Retirements:**

C. Delsole – effective 6/30/19

A. Washburn – effective 6/30/19

- P01-04-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018 – 2019 school year:

**Substitute Teacher:**

K. Stellhorn @ \$15/hr

- P01-05-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

**Leave of Absence:**

Employee #0055 – paid sick leave from 1/14/19 – 2/15/19

Employee #0230 – paid sick leave from 1/18/19 – 6/30/19

Employee #0854 – paid sick leave from 1/14/19 – 1/18/19

Employee #0213 – amend resolution #P10-07-19 - paid sick leave to 2/4/19

Employee #0161 – unpaid FMLA – 1/11/19 – 1/18/19

Employee #0166 – amend resolution #P11-02-19 paid sick leave to 1/14/19

Employee #0057 – paid sick leave from 2/25/19 – 3/20/19

Employee #0055 – paid sick leave from 3/18/19 – 4/12/19

- P01-06-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

**Coaches:**

C. LaBianco – Asst baseball coach – Step 3 @ \$4891\*

\*Pending paperwork

Rescind resolution #P05-05-18 – L. Tattoli as assistant baseball coach and put him on as volunteer baseball coach

- P01-07-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

**Lunch Aide:**

J. Carpino – ES lunch @ \$16.59/hr

- P01-08-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

**Home Instruction:**

V. Tsakelova – 1 hr/wk each plus prep of Science and Math @ \$40/hr from 1/17/19 – 2/8/19 – student #6552

C. Cassidy - 1 hr/wk each plus prep of LA, SS, Gym @ \$40/hr from 1/17/19 – 2/8/19 – student #6552

A. Russo – up to 5 hrs/wk plus prep for all subjects as needed up to 5 hrs plus preps per week max – student #100705

F. Avella – 2 hrs/wk plus prep for Math and for English @ \$40/hr – student #1294

M. Binazeski – 2 hrs/wk plus prep for gym @ \$40/hr – student #1294

F. Avella – 2 hrs/wk plus prep for each History and LA @ \$40/hr –beginning 1/18/19 – DTBD - student 1001444beginning 1/18/19 – DTBD

R. Hymson – 2hrs/wk plus prep for each Algebra, Environmental Science and Italian @ \$40/hr – beginning 1/18/19 – DTBD – student #1001444

P01-09-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

**Terminations:**

Employee #1056 – effective 1/16/19

P01-10-19 Be it Resolved that upon the recommendation of the Superintendent of Schools, the Hasbrouck Heights Board of Education approve the following student teacher/practicum and/or field experience/observation placement for the 2018 – 2019 school year:

2/5/19 – 4/16/19 – N. Aumack – Felician University – junior practicum at MS with B. Medina on Tuesdays

1/2/19 – 3/29/19 – R. Tucci - Western Governor's University – student teaching at ES with L. Palladino

P01-11-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

**Extra Pay:**

R. Scholz – Capital Projects SDA Reimbursement – not to exceed 80 hrs @ \$46.07/hr

V. Tsakelova – SAT Prep Coordinator for 1 hr per week @ \$32/hr

C. Cassidy to administer Write Place Test @ \$40/hr for max of 5 hrs – student #4461

J. Cole & R. Hymson – SAT prep instructors @ \$37/hr not to exceed 3 hrs each per week

C. Cassidy – 1 hr to grade additional exams @ \$32/hr

P01-12-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018-2019 school year:

**Resignation:**

P. Ramirez – ES lunch aide effective 12/21/18

P01-13-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018 – 2019 school year:

**Advisor/Clubs:**

B. Medina – dance club advisor @ \$830 pro-rated to start date

P01-14-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018 – 2019 school year:

**Job Description:**

Employee #0168 – Revised Job Description (**Attachment F**)

P01-15-19 Be it Resolved that upon the recommendation of the Superintendent of Schools the Hasbrouck Heights Board of Education approve the following for the 2018 – 2019 school year:

**Certificated Staff:**

J. McNeill - .6 Social Studies Teacher – HS @ MA step 10 (\$61,735 X .6 = \$37,041 to be pro-rated as of 2/4/19

POLICY COMMITTEE:

RESOLUTIONS:

PL01-01-19 Be it Resolved that the Hasbrouck Heights Board of Education approve first/second reading of the following new or revised policies/regulations/exhibits or by laws, attached to the minutes:  
(**Attachment G**)

Policy #5530 – Substance Abuse (**Second Reading**)

Policy #3212 – Attendance – (**First Reading**)

Policy #2431.3 – Practice and Pre-Season Heat – Acclimation for Interscholastic Athletics (**First Reading**)



ATTACHMENT A**Service Agreement****Date: 12/13/18**

Janine Gribbin, Ed. S.  
Director of Special Services  
Hasbrouck Heights Board of Education  
379 Blvd  
Hasbrouck Heights, NJ

Phone #: 201-639-6901/201-393-8151

Fax #: 201-288-0289

E-mail: gribbinjan@hhschools.org

The Valley Health System (hereunder referred to as "Provider"), will perform the following services for Hasbrouck Heights BOE (hereunder referred to as "Client"), at the corresponding prices listed below.

**Services and prices:**

10 PANEL UDS LOW CUTOFF W/ECSTASY SCREEN	\$116.00
10 PANEL UDS W/EXPANDED OPIATE, LOW THC, ECSTASY	\$126.00
UDS W/EXPANDED OPIATE, LOW THC, ECSTASY	\$130.00
UDS W/EXPANDED OPIATE, SYNTHETIC THC, ECSTASY, NICOTINE	\$145.00
LSA ADD ON	\$250.00
MESCULINE ADD ON TEST	\$250.00
COTININE (NICOTINE) TEST	\$ 42.00
BREATH ALCOHOL TEST	\$ 55.00

**Billing/Payment Terms:**

The Client or its agent, will be invoiced for work related injury treatment services rendered. The Client agrees to make payment of such invoices within forty five (45) days from the date of the invoice. Should the Client require services not listed above, the Client shall be billed at the Provider's usual and customary fees for additional services rendered. The rates noted above cannot be discounted by the Client or any agent of the Client. Agents of the Client include, but are not limited to insurance companies, third party administrators (TPAs) and managed care organizations (MCOs).

Only the services listed above will be performed as noted above. Should the Client request services not listed above, the Client shall be billed at the Provider's usual and customary fees for additional services rendered. The Client will be invoiced for contract services rendered. If a minimum number is noted for a particular service, you will be charged for the minimum if participation falls below the number stated above. The Client agrees to make payment from such invoices within thirty (30) days from the date of the invoice. Past due balances of 60 days or greater are subject to a late fee of 1.5% of the past due balance per month, with a \$5.00 minimum. There will be a \$25.00 fee on all returned checks or insufficient funds of any sort.

This agreement is not intended to create any relationship between the parties other than that of independent entities, contracted solely for the purposes expressed in this agreement. The jurisdiction governing the parties shall be that of the State of New Jersey. This agreement constitutes the sole agreement of the parties and supersedes any and all prior understandings, written or oral agreements between the parties with respect to its subject matter. This agreement will automatically renew one year from the origination date and each successive year thereafter unless either party gives written notice to the other.

**Invoice Information:**Contact Person: Janine Gribbin, Ed. S. Director of Special ServicesCompany Name: Hasbrouck Heights School DistrictAddress: 379 BlvdCity ST Zip: Hasbrouck Hts, NJ 07604Phone # 201-639-6901 Fax # 201-288-0289 Email gribbinjan@hhschools.org**15 Essex Road • Suite 206 • Paramus, NJ 07652 • 201-291-6126 • 201-291-6092 fax**

Valley Medical Group / Workplace Connection: Service Agreement

Client Name: Hasbrouck Heights Board of Education

**Drug/Alcohol Testing:**

Contact for drug/alcohol results: Barbara Christensen Phone: 201-288-1426

How do you want results communicated? (Please circle one)

Fax result form;

US Mail;

Electronic Reporting (via secure email directly from our MRO)

If by US Mail:

Address: \_\_\_\_\_

City ST Zip: \_\_\_\_\_

By signing below I agree to the above listed services, related costs, terms and conditions

Authorized signature / Title: Karen Blum / Supervisor Date: 12-13-2018

VHWC Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please sign and fax or mail to:

Karen Blum  
Valley Health Workplace Connection  
15 Essex Road, Suite 206  
Paramus, NJ 07652  
201-291-6126  
201-291-6092 fax

Janine Sullivan Director of Spec. Services  
201-639-6901

[illegible]

Starting date 11/1/2018 Ending date 11/30/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
020983	11/06/18		2008	ECHO1612, INC	\$400.00
020984	11/06/18		0694	HERMITGE ART CO., INC.	\$65.71
020985	11/06/18		2070	STANS SPORTS CENTER	\$1,799.00
020986	11/06/18		0087	APOLLO PRINT, INC.	\$525.00
020987	11/06/18		0749	THORNE, WILLIAM	\$4,561.05
020988	11/06/18		R565	POSH ENTERTAINMENT	\$500.00
020989	11/14/18		E782	ACCEL SPORTS FUNDRAISING	\$610.00
020990	11/14/18		8844	BAUER SPORTS SHOP	\$700.00
020991	11/19/18		2091	ST JUDES CHILDRENS RESEARCH HOSP	\$1,200.00
020992	11/21/18		M145	BANANAS COMEDY CLUB	\$2,520.00
020993	11/30/18		R681	ESNJ	\$400.00
020994	11/30/18		0844	HERFF JONES	\$7,656.50
020995	11/30/18		1877	FUND TIME INC	\$1,258.80
061022 V	10/08/18	11/28/18	E396	PRATAP, ANURAG	(\$94.00)
061202	11/02/18		1619	PEARSON ASSESSMENT	\$1,837.09
061203	11/02/18		1765	TREASURER - STATE OF NEW JERSEY	\$35.00
061204	11/05/18		1701	ALPINE LEARNING GROUP, INC.	\$33,047.75
061205 V	11/06/18	11/06/18	2008	ECHO1612, INC	
061206 V	11/06/18	11/06/18	0694	HERMITGE ART CO., INC.	
061207 V	11/06/18	11/06/18	2070	STANS SPORTS CENTER	
061208	11/06/18		0749	THORNE, WILLIAM	\$3,652.42
061209	11/06/18		9549	WARREN, MICHAEL	\$609.99
061210	11/07/18		X379	ACCURATE DOOR AND HARDWARE, INC	\$10,462.50
061211	11/07/18		5171	ATLANTIC BUSINESS PRODUCTS	\$4,043.30
061212	11/07/18		1845	BADRE, JEFF	\$200.00
061213	11/07/18		1627	BAYADA HOME HEALTH CARE, INC.	\$157.50
061214	11/07/18		2347	BEHAVIOR INTERVENTION RESOURCES	\$775.00
061215	11/07/18		0198	BERGEN COUNTY TEEN ARTS	\$400.00
061216	11/07/18		1524	BH SECURITY	\$5,330.00
061217	11/07/18		4336	CABLEVISION	\$195.45
061218	11/07/18		8239	CARUSO, PATRICIA	\$38.65
061219	11/07/18		0286	CASCADE SCHOOL SUPPLIES	\$128.10
061220	11/07/18		M129	CNR PRODUCTS LLC	\$380.00
061221	11/07/18		D328	CONRAD, JEANINE	\$400.00
061222	11/07/18		2510	DEPALMA; DOMINICK	\$122.94
061223	11/07/18		1517	DIRECT ENERGY BUSINESS (HESS)	\$4.21
061224	11/07/18		0446	EDUCATIONAL DATA SERVICES, INC	\$1,135.00
061225	11/07/18		T377	ELESAWI, YOUSSEF	\$94.00
061226	11/07/18		9718	GOV CONNECTION INC	\$615.54

Starting date 11/1/2018

Ending date 11/30/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
061227	11/07/18		U270	GRIBBIN, JANINE	\$50.00
061228	11/07/18		2697	HENRY SCHEIN, INC.	\$366.22
061229	11/07/18		0716	HOME DEPOT	\$1,570.09
061230	11/07/18		6398	HOUGHTON MIFFLIN HARCOURT/HS-MS	\$1,216.35
061231	11/07/18		1846	HOWARD TECHNOLOGY SOLUTIONS	\$54,457.25
061232	11/07/18		C131	IN-LINE AIR CONDITIONING CO, INC	\$109.86
061233	11/07/18		1559	LEISURE SPORTING GOODS	\$372.05
061234	11/07/18		1958	MAGIC TOUCH CONSTRUCTION CO., INC	\$6,540.62
061235	11/07/18		4644	MESSERY, DINA	\$69.78
061236	11/07/18		1011	METCO	\$17.60
061237	11/07/18		2564	MONTE ELECTRIC, INC.	\$8,750.00
061238	11/07/18		1004	NASSOR ELECTRIC SUPPLY CO., INC.	\$49.49
061239	11/07/18		7259	NJSIAA	\$611.00
061240	11/07/18		3181	NORTH JERSEY COFFEE, PAPER, AND BEVERAGE	\$262.25
061241	11/07/18		0445	PASQUALONE, REGINA	\$438.75
061242	11/07/18		2103	POCONO PROFOODS	\$1,585.80
061243	11/07/18		N676	QUINTERO, ZULLY	\$157.50
061244	11/07/18		S838	QUINTOS, LEON	\$164.00
061245	11/07/18		1740	RIDDEL/ALL AMERICAN SPORTS CORP	\$593.95
061246	11/07/18		1111	RJ COOPER & ASSOCIATES, INC.	\$99.00
061247	11/07/18		A924	SCHOOL SPECIALTY	\$2,047.47
061248	11/07/18		1579	SCHOOL SPECIALTY, INC.	\$493.98
061249	11/07/18		0925	SD GAMEDAY, LLC.	\$395.00
061250	11/07/18		2024	SHERWIN WILLIAMS CO.	\$50.07
061251	11/07/18		2317	SIGNS NOW LLC	\$770.00
061252	11/07/18		2322	SOUTH BERGEN JOINTURE COMM.	\$1,149.03
061253	11/07/18		2070	STANS SPORTS CENTER	\$3,625.00
061254	11/07/18		2775	STAPLES ADVANTAGE	\$777.99
061255	11/07/18		0639	SUEZ WATER OF NEW JERSEY	\$32.03
061256	11/07/18		1202	TEACHERS CURRICULUM INSTITUTE, LLC	\$524.00
061257	11/07/18		Z635	TERRERI, JOSEPH	\$147.00
061258	11/07/18		2801	TREE-LAND NURSERY	\$2,875.00
061259	11/07/18		2129	TRIARCO ARTS & CRAFTS, LLC	\$56.66
061260	11/07/18		7808	TRUGREEN	\$1,185.59
061261	11/07/18		2588	VERIZON WIRELESS	\$249.01
061262	11/07/18		4427	W.B. MASON CO., INC.	\$2,253.00
061263	11/13/18		0339	BARCHINI, VINCENT	\$714.29
061264	11/13/18		1001	LANDTEK GROUP, INC.(THE)	\$4,000.00
061265	11/20/18		2222	AIR GROUP LLC	\$201.84

Starting date 11/1/2018 Ending date 11/30/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
061266	11/20/18		1701	ALPINE LEARNING GROUP, INC.	\$9,865.00
061267	11/20/18		2049	ANDOLENA; CAROL	\$270.72
061268	11/20/18		2525	AT HOME MEDICAL	\$20.00
061269	11/20/18		1627	BAYADA HOME HEALTH CARE, INC.	\$3,510.00
061270	11/20/18		2343	BDR SUPPLY INC/NATIONAL SUPPLY EQUIPMENT	\$4,201.75
061271	11/20/18		4591	BERGEN ACADEMIES AUDITORIUM	\$2,875.00
061272	11/20/18		0180	BERGEN COUNTY SPECIAL SERVICES	\$56,245.02
061273	11/20/18		1626	BERGEN COUNTY TECHNICAL SCHOOLS	\$85,445.80
061274	11/20/18		1216	BISCHOFF; MICHELLE	\$1,410.00
061275	11/20/18		1169	BOWER, JUDITH	\$168.00
061276	11/20/18		9024	CABLEVISION LIGHTPATH	\$5,680.44
061277	11/20/18		0949	CARRERA, ROSARIO	\$2,030.00
061278	11/20/18		0286	CASCADE SCHOOL SUPPLIES	\$105.05
061279	11/20/18		3263	CITYWIDE MECH. SER. L.L.C.	\$3,223.10
061280	11/20/18		0237	CONIGILIO, LISA	\$925.00
061281	11/20/18		1427	COSKEYS ELECTRONIC SYSTEMS	\$518.07
061282	11/20/18		1505	DAVID GREGORY SCHOOL, INC.	\$6,764.10
061283	11/20/18		1150	DELTA DENTAL	\$48,992.76
061284	11/20/18		0426	DINGERTOPADRE; MARIA	\$1,140.00
061285	11/20/18		5010	EI ASSOCIATES	\$27,500.00
061286	11/20/18		B695	EI US, LLC DBA LEARNWELL	\$152.95
061287	11/20/18		L383	FILE BANK INC	\$133.96
061288	11/20/18		1480	FORUM SCHOOL	\$7,170.20
061289	11/20/18		2255	FUN FIT THERAPY LLC	\$3,916.25
061290	11/20/18		7200	GARFIELD HIGH SCHOOL	\$465.00
061291	11/20/18		9718	GOV CONNECTION INC	\$117.30
061292	11/20/18		0604	GRAYBAR ELECTRIC CO.	\$82.00
061293	11/20/18		0017	HELFANT, MATTHEW	\$300.00
061294	11/20/18		2697	HENRY SCHEIN, INC.	\$271.50
061295	11/20/18		1506	HERZ, MARDIA	\$2,000.00
061296	11/20/18		4338	HIGH POINT SCHOOL OF BERGEN COUNTY	\$5,089.05
061297	11/20/18		0070	HOHOKUS SCHOOL OF TRADES & TECHNICAL SCI	\$1,210.00
061298	11/20/18		0716	HOME DEPOT	\$1,224.69
061299	11/20/18		6398	HOUGHTON MIFFLIN HARCOURT/HS-MS	\$2,134.44
061300	11/20/18		C131	IN-LINE AIR CONDITIONING CO, INC	\$5,104.23
061301	11/20/18		0865	INVO HEALTHCARE ASSOC, LLC	\$39,170.00
061302	11/20/18		7385	MACHADO LAW GROUP, LLC	\$3,332.00
061303	11/20/18		1958	MAGIC TOUCH CONSTRUCTION CO., INC	\$5,819.52
061304	11/20/18		3020	MASCHIO'S FOOD SERVICE, INC.	\$63,222.40

Starting date 11/1/2018

Ending date 11/30/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
061305	11/20/18		6697	MASTBETH, JOSEPH	\$1,200.00
061306	11/20/18		4579	MASTROPIETRO, JOSEPH	\$200.00
061307	11/20/18		0974	MCCORMICKS ENTERPRISES, INC.	\$664.99
061308	11/20/18		1016	METRO FIRE & SAFETY CO.	\$905.00
061309	11/20/18		1391	MONTANEZ, PABLO	\$130.00
061310	11/20/18		2017	MONTCLAIR STATE UNIVERSITY - PRISM	\$150.00
061311	11/20/18		2645	MUSCO SPORTS LIGHTING, LLC	\$9,300.00
061312	11/20/18		1003	NASCO	\$849.17
061313	11/20/18		1004	NASSOR ELECTRIC SUPPLY CO., INC.	\$62.45
061314	11/20/18		0275	NATIONAL ART & SCHOOLL SUPPLIES	\$438.12
061315	11/20/18		4369	NORTH JERSEY MEDIA GROUP/ADVERTISEMENTS	\$37.75
061316	11/20/18		J458	PASCACK DATA SERVICES, INC.	\$568.12
061318	11/20/18		1493	PETTY CASH/LINCOLN SCHOOL	\$290.96
061319 V	11/20/18	12/07/18	F986	PROFESSIONAL ATHLETIC TRAINING SERVICES	\$1,040.00
061320	11/20/18		2328	PSE & GCO	\$4,253.72
061321	11/20/18		5556	R&J CONTROL, INC.	\$175.00
061322	11/20/18		1358	RIDGEFIELD BOARD OF EDUCATION	\$21,325.00
061323	11/20/18		0450	RULLO & JUILLET ASSOC., INC.	\$700.00
061324	11/20/18		2370	SADLIER - OXFORD	\$9,594.62
061325	11/20/18		2000	SCHOOL HEALTH CORP.	\$746.21
061326	11/20/18		1579	SCHOOL SPECIALTY, INC.	\$417.81
061327	11/20/18		1401	SCHOOL SPECIALTY/SAX ARTS	\$7,190.28
061328	11/20/18		0800	SHAW'S COMPLETE SECURITY	\$564.00
061329	11/20/18		2024	SHERWIN WILLIAMS CO.	\$50.07
061330	11/20/18		2317	SIGNS NOW LLC	\$425.00
061331	11/20/18		2322	SOUTH BERGEN JOINTURE COMM.	\$110,297.75
061332	11/20/18		P386	STADIUM AUTOMALL SALES INC	\$266.90
061333 V	11/20/18	11/20/18		00.0 \$ Multi Stub Void	
061334	11/20/18		2775	STAPLES ADVANTAGE	\$2,585.28
061335	11/20/18		0639	SUEZ WATER OF NEW JERSEY	\$2,365.15
061336	11/20/18		1879	SUMMIT SPEECH SCHOOL	\$155.00
061337	11/20/18		N976	SUPREME CONSULTANTS LLC	\$105.75
061338	11/20/18		1717	THE COLLEGE BOARD-MSRO	\$235.00
061339	11/20/18		0944	THE FELICIAN SCHOOL FOR EXCEP CHILDREN	\$10,771.92
061340	11/20/18		2129	TRIARCO ARTS & CRAFTS, LLC	\$702.12
061341	11/20/18		1144	TROXELL COMMUNICATIONS, INC.	\$37.81
061342	11/20/18		1723	VALIANT NATIONAL AV SUPPLY	\$85.40
061343	11/20/18		4454	VERIZON	\$3,638.69
061344	11/20/18		4427	W.B. MASON CO., INC.	\$481.78

Starting date 11/1/2018

Ending date 11/30/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
061345	11/20/18		2691	WINDSOR LEARNING CENTER, INC	\$9,300.00
061346	11/20/18		9024	CABLEVISION LIGHTPATH	\$7,247.70
061348	11/20/18		A859	TAMS-WITMARK, LLC	\$1,500.00
061349	11/28/18		E396	PRATAP, ANURAG	\$94.00
061350	11/29/18		3302	SCRIPPS NATIONAL SPELLING BEE	\$167.50
061351	11/30/18		0157	BARNES & NOBLE	\$1,389.64
061352	11/30/18		0749	THORNE, WILLIAM	\$321.00
110400 V	11/30/18	01/11/19	1873	BILL OSHEAS FLORIST	\$52.71
111318 H	11/13/18		0271	PRUDENTIAL RETIREMENT(DCRP)	\$1,944.16
112718 H	11/27/18		0271	PRUDENTIAL RETIREMENT(DCRP)	\$1,900.22
113118	11/30/18		PAY	HASBROUCK HEIGHTS PAYROLL	\$1,785,027.03
113218 H	11/30/18		7269	HASBROUCK HEIGHTS PR AGENCY	\$32,402.50
113318 H	11/30/18		7269	HASBROUCK HEIGHTS PR AGENCY	\$95,198.60
113418 H	11/30/18		1159	STATE OF NJ HEALTH BENEFITS	\$410,494.95
613170	11/20/18		S643	PAYSCHOOLS/CP-DBS,LLC	\$1,776.00



Starting date 11/1/2018

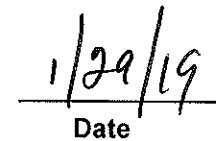
Ending date 11/30/2018

Fund Totals		
-------------	--	--

10	General Funds	\$95,198.60
11	GENERAL FUND	\$2,797,236.76
12	Capital Outlay	\$31,701.75
20	Special Revenue Fund	\$96,297.53
60	Enterprise Fund	\$85,739.74
95	STUDENT ACTIVITY	\$22,248.77
Total for all checks listed		\$3,128,423.15

Prepared and submitted by:

  
Board Secretary

  
Date

Starting date 12/1/2018 Ending date 12/31/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
020996	12/07/18		6855	CRAIG MESSERY	\$108.66
020997 V	12/13/18	01/29/19	G996	JDRF NEW JERSEY METRO & ROCKLAND CO	\$292.00
020998	12/13/18		Y329	JOSHUA TOURS	\$552.00
020999	12/13/18		J646	KSA EVENTS	\$4,500.00
021000	12/13/18		R565	POSH ENTERTAINMENT	\$395.00
021001 V	12/13/18	12/14/18	1400	THE GRAYCLIFF	
021002	12/13/18		1850	SUSAN G KOMEN FOUNDATION	\$75.00
021004	12/13/18		0770	BECOR SPORTS	\$969.00
021005	12/13/18		2758	C&J TROPHIES	\$1,104.75
021006	12/14/18		1400	THE GRAYCLIFF	\$4,774.00
061319 V	11/20/18	12/07/18	F986	PROFESSIONAL ATHLETIC TRAINING SERVICES	(\$1,040.00)
061358	12/03/18		1640	NJ DEPT OF EDUCATION	\$590.24
061359	12/03/18		2388	4 DIAMOND TRANSPORTATION LLC	\$3,097.25
061360	12/03/18		1640	NJ DEPT OF EDUCATION	\$590.24
061361	12/03/18		V799	CAMP SUNSHINE & CAMP SNOWFLAKE, INC	\$850.00
061362	12/03/18		1740	RIDDEL/ALL AMERICAN SPORTS CORP	\$3,087.07
061363	12/03/18		4427	W.B. MASON CO., INC.	\$9,206.90
061365	12/04/18		2455	INTERNAL REVENUE SERVICE	\$31,385.94
061367	12/03/18		3006	SAFELITE FULL FILLMENT INC	\$387.89
061368	12/06/18		0222	BOROUGH OF HASBROUCK HEIGHTS	\$61,734.91
061369 H	12/11/18		6351	COSTCO	\$519.01
061370	12/06/18		1555	IMPALLI, EDNA	\$525.78
061371	12/06/18		0222	BOROUGH OF HASBROUCK HEIGHTS	\$58,131.00
061372	12/10/18		3021	A.T. &T	\$163.13
061373	12/10/18		0016	ACKERSON DRAPERY SERVICES & DRAPERY INC	\$2,433.40
061374	12/10/18		2222	AIR GROUP LLC	\$208.80
061375	12/10/18		0075	AMERICAN PAPER & SUPPLY COMPANY	\$27,429.59
061376	12/10/18		5171	ATLANTIC BUSINESS PRODUCTS	\$2,443.67
061377	12/10/18		0129	ATRA JANITORIAL SUPPLY COMPANY INC.	\$4,431.20
061378 V	12/10/18	12/10/18		00.0 \$ Multi Stub Void	
061379	12/10/18		1627	BAYADA HOME HEALTH CARE, INC.	\$3,955.50
061380	12/10/18		1881	BCCA	\$135.00
061381	12/10/18		0170	BECTON REGIONAL H.S.	\$100.00
061382	12/10/18		184	BERGEN COUNTY ASSOC. OF OF SCHOOL ADM	\$500.00
061383	12/10/18		0222	BOROUGH OF HASBROUCK HEIGHTS	\$1,542.57
061384	12/10/18		1169	BOWER, JUDITH	\$84.00
061385	12/10/18		4336	CABLEVISION	\$195.45
061386	12/10/18		2463	CARE PLUS NJ, INC	\$600.00
061387	12/10/18		4396	CAROLINA BIOLOGICAL SUPPLY CO.	\$830.00

Starting date 12/1/2018 Ending date 12/31/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
061388	12/10/18		2634	CASSIDY, CATHERINE	\$631.93
061389	12/10/18		1487	CCL THERAPY, LLC	\$8,328.75
061390	12/10/18		4145	CHIEF FIRE EQUIPMENT & SERVICE CO.	\$47.25
061391	12/10/18		0432	COLANGELO, JOSEPH	\$50.00
061392	12/10/18		D328	CONRAD, JEANINE	\$800.00
061393	12/10/18		1427	COSKEYS ELECTRONIC SYSTEMS	\$2,093.00
061394	12/10/18		5986	DAANJ, INC.	\$375.00
061395	12/10/18		1033	DELL FINANCIAL SERVICES	\$9,711.38
061396	12/10/18		S731	DEMOULIN BROS & CO	\$53.68
061397	12/10/18		1517	DIRECT ENERGY BUSINESS (HESS)	\$3,146.49
061398	12/10/18		5010	EI ASSOCIATES	\$26,000.00
061399	12/10/18		L383	FILE BANK INC	\$192.46
061400	12/10/18		1480	FORUM SCHOOL	\$2,999.00
061401	12/10/18		0352	FRIDMAN, ESTHER, M.D.	\$600.00
061402	12/10/18		9042	GIANCASPRO, VALERIE	\$200.00
061403	12/10/18		S701	GO SOCIAL	\$758.00
061404	12/10/18		4011	HEINEMANN PUBLISHING COMPANY	\$329.64
061405	12/10/18		1506	HERZ, MARDA	\$2,000.00
061406	12/10/18		0716	HOME DEPOT	\$414.68
061407	12/10/18		8722	J & H RADIO	\$118.00
061408	12/10/18		1608	JOHNNY ON THE SPOT	\$442.00
061409	12/10/18		1651	JUDITH FERRARO SPEECH LANGUAGE AGENCY	\$1,750.00
061410	12/10/18		7738	KEYBOARD CONSULTANT, INC.	\$1,423.43
061411	12/10/18		2389	KNIGHT-TIME TOURNAMENTS	\$228.00
061412	12/10/18		0493	LEONIA HIGH SCHOOL QUIZ BOWL TEAM	\$325.00
061413	12/10/18		V339	LINKIT!	\$350.00
061414	12/10/18		1567	LRP PUBLICATIONS, INC.	\$279.50
061415	12/10/18		1958	MAGIC TOUCH CONSTRUCTION CO., INC	\$5,121.17
061416	12/10/18		8451	MARYLOU MALINOWSKI DIAMOND	\$125.00
061417	12/10/18		4644	MESSERY, DINA	\$69.16
061418	12/10/18		0514	MIHALITSIANOS, GERASIMOS	\$50.00
061419	12/10/18		1391	MONTANEZ, PABLO	\$139.99
061420	12/10/18		3246	MUNICIPAL CAPITAL CORP	\$4,894.00
061421	12/10/18		E418	NJ ASSOCIATION OF DESIGNATED PERSONS	\$125.00
061422	12/10/18		K598	NJIC	\$500.00
061423	12/10/18		1245	PARAMOUNT EXTERMINATING	\$417.00
061424	12/10/18		1619	PEARSON ASSESSMENT	\$662.98
061425	12/10/18		2693	PROFESSIONAL EDUCATION SERVIES INC	\$1,040.00
061426	12/10/18		2155	QUEST DIAGNOSTICS	\$470.05

Starting date 12/1/2018 Ending date 12/31/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
061427	12/10/18		5556	R&J CONTROL, INC.	\$265.00
061428	12/10/18		9604	RESILITE SPORTS PRODUCTS, INC	\$9,352.48
061429	12/10/18		W623	REYNGOUDT, DANA	\$246.00
061430	12/10/18		1358	RIDGEFIELD BOARD OF EDUCATION	\$1,530.00
061431	12/10/18		3076	SAINT CLARE'S HOSPITAL	\$220.00
061432	12/10/18		6160	SCHOOL NURSE SUPPLY, INC	\$46.65
061433	12/10/18		1401	SCHOOL SPECIALTY/SAX ARTS	\$775.30
061434	12/10/18		2037	SINGLARY; ANDREW	\$128.99
061435 V	12/10/18	12/10/18	2234	SOUTH BERG WORKERS COMP POOL	
061436	12/10/18		2322	SOUTH BERGEN JOINTURE COMM.	\$18,301.66
061437	12/10/18		K092	SPEEDY LUBEOF MAYWOOD, INC	\$43.17
061438	12/10/18		2775	STAPLES ADVANTAGE	\$412.41
061439	12/10/18		L336	STAPLES CONTRACT & COMMERCIAL INC	\$2,968.69
061440	12/10/18		1879	SUMMIT SPEECH SCHOOL	\$116.25
061441	12/10/18		2801	TREE-LAND NURSERY	\$2,875.00
061442	12/10/18		N473	TROXELL COMMUNICATIONS, INC	\$2,048.24
061443	12/10/18		2156	VANDERBECK, C.J. & SON INC	\$345.00
061444	12/10/18		4454	VERIZON	\$2,317.34
061445	12/10/18		2588	VERIZON WIRELESS	\$249.61
061446	12/13/18		1859	BENSI OF HASBROUCK HEIGHTS	\$79.77
061447	12/13/18		0250	BUREAU OF ED. & RESEARCH	\$269.00
061448	12/13/18		T632	INFOSOURCE INC.	\$1,997.00
061449	12/14/18		0132	A.N.D.SERVICES,INC.	\$120.00
061450	12/14/18		W764	AME INC	\$960.00
061451	12/14/18		2525	AT HOME MEDICAL	\$20.00
061452	12/14/18		1627	BAYADA HOME HEALTH CARE, INC.	\$2,083.50
061453	12/14/18		1881	BCCA	\$1,200.00
061454	12/14/18		4310	BERGEN ETTC	\$75.00
061455	12/14/18		9024	CABLEVISION LIGHTPATH	\$5,680.44
061456	12/14/18		1487	CCL THERAPY, LLC	\$8,228.75
061457	12/14/18		610	CIRACO, LISA	\$94.11
061458	12/14/18		0237	CONIGILIO, LISA	\$740.00
061459	12/14/18		L383	FILE BANK INC	\$1,370.20
061460	12/14/18		4248	FOUNDATION FOR EDUCATIONAL ADMINIS.	\$450.00
061461	12/14/18		2255	FUN FIT THERAPY LLC	\$3,765.00
061462	12/14/18		9718	GOV CONNECTION INC	\$19,255.40
061463	12/14/18		U270	GRIBBIN, JANINE	\$50.00
061464	12/14/18		0716	HOME DEPOT	\$284.99
061465	12/14/18		3659	IMPACT APPLICATIONS, INC.	\$645.00

Rec and Unrec checks Hand and Machine checks

01/29/19 14:04

Starting date 12/1/2018 Ending date 12/31/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
061466	12/14/18		C131	IN-LINE AIR CONDITIONING CO, INC	\$3,420.12
061467	12/14/18		1651	JUDITH FERRARO SPEECH LANGUAGE AGENCY	\$1,656.00
061468	12/14/18		0493	LEONIA HIGH SCHOOL QUIZ BOWL TEAM	\$72.00
061469	12/14/18		J480	LODI LANES	\$419.80
061470	12/14/18		3020	MASCHIO'S FOOD SERVICE, INC.	\$46,025.49
061471	12/14/18		1004	NASSOR ELECTRIC SUPPLY CO., INC.	\$639.58
061472	12/14/18		Z981	NEW JERSEY PSYCHOLOGICAL ASSOCIATION	\$355.00
061473	12/14/18		4369	NORTH JERSEY MEDIA GROUP/ADVERTISEMENTS	\$173.50
061474	12/14/18		1228	OTIS ELEVATOR COMPANY	\$982.31
061475	12/14/18		1245	PARAMOUNT EXTERMINATING	\$360.00
061476	12/14/18		0445	PASQUALONE, REGINA	\$1,237.50
061477	12/14/18		S643	PAYSCHOOLS/CP-DBS,LLC	\$648.94
061478	12/14/18		5556	R&J CONTROL, INC.	\$175.00
061479	12/14/18		0800	SHAW'S COMPLETE SECURITY	\$926.00
061480	12/14/18		2322	SOUTH BERGEN JOINTURE COMM.	\$720.96
061481	12/14/18		K092	SPEEDY LUBEOF MAYWOOD, INC	\$43.17
061482	12/14/18		Q498	SPORTZ VENTURES LLC	\$1,100.00
061483	12/14/18		2775	STAPLES ADVANTAGE	\$219.62
061484	12/14/18		1846	STEIMEL, DEBORAH	\$100.00
061485	12/14/18		0639	SUEZ WATER OF NEW JERSEY	\$790.26
061486	12/14/18		0950	THE MAIN LOCK, INC.	\$2,975.00
061487	12/14/18		0945	THE READING & WRITING PROJECT NETWORK	\$4,800.00
061488	12/14/18		2132	TROPHY KING	\$115.00
061489	12/14/18		7808	TRUGREEN	\$599.00
061490	12/14/18		2156	VANDERBECK, C.J. & SON INC	\$238.44
061491	12/14/18		1870	WAPPINGERS FALLS SHOPPER/SCHOOL PAPER EX	\$1,265.00
061492	12/14/18		9024	CABLEVISION LIGHTPATH	\$7,247.75
061493	12/14/18		P232	WALDWICK HIGH SCHOOL	\$350.00
061494	12/14/18		1701	ALPINE LEARNING GROUP, INC.	\$7,398.75
061495	12/14/18		2049	ANDOLENA; CAROL	\$210.56
061496	12/14/18		0180	BERGEN COUNTY SPECIAL SERVICES	\$96,311.46
061497	12/14/18		1626	BERGEN COUNTY TECHNICAL SCHOOLS	\$69,994.80
061498	12/14/18		1891	BERGENFIELD BOARD OF EDUCATION	\$27,396.22
061499	12/14/18		1216	BISCHOFF; MICHELLE	\$570.00
061500	12/14/18		0949	CARRERA, ROSARIO	\$1,875.00
061501	12/14/18		1505	DAVID GREGORY SCHOOL, INC.	\$9,469.74
061502	12/14/18		0426	DINGERTOPADRE; MARIA	\$1,020.00
061503	12/14/18		1480	FORUM SCHOOL	\$5,377.65
061504	12/14/18		4338	HIGH POINT SCHOOL OF BERGEN COUNTY	\$7,124.67

Rec and Unrec checks Hand and Machine checks

01/29/19 14:04

Starting date 12/1/2018 Ending date 12/31/2018

Cknum	Date	Rec date	Vcode	Vendor name	Check amount
061505	12/14/18		0070	HOHOKUS SCHOOL OF TRADES & TECHNICAL SCI	\$935.00
061506	12/14/18		1555	IMPALLI, EDNA	\$554.99
061507	12/14/18		6697	MASTBETH, JOSEPH	\$1,140.00
061508	12/14/18		0507	NEW ALLIANCE ACADEMY	\$23,840.25
061509	12/14/18		1358	RIDGEFIELD BOARD OF EDUCATION	\$24,550.26
061510	12/14/18		2322	SOUTH BERGEN JOINTURE COMM.	\$113,083.38
061511	12/14/18		0944	THE FELICIAN SCHOOL FOR EXCEP CHILDREN	\$7,685.18
061512	12/14/18		2691	WINDSOR LEARNING CENTER, INC	\$11,160.00
061513	12/20/18		0170	BECTON REGIONAL H.S.	\$50.00
061516	12/20/18		0339	BARCHINI, VINCENT	\$50.00
061517	12/20/18		4610	SIMMONS; LINDA	\$50.00
061518	12/20/18		1846	STEIMEL, DEBORAH	\$100.00
061519	12/20/18		0339	BARCHINI, VINCENT	\$250.00
061520	12/20/18		7385	MACHADO LAW GROUP, LLC	\$5,607.00
061521	12/20/18		3158	PITNEY BOWES PURCHASE POWER	\$1,000.00
061522	12/20/18		2328	PSE & GCO	\$11,706.41
061523	12/20/18		0830	SCHMARAK, JUSTIN	\$250.00
061524	12/20/18		4360	SCUILLA; MICHAEL	\$300.00
061525	12/20/18		2606	SICKELS; MICHAEL	\$300.00
061526	12/20/18		4610	SIMMONS; LINDA	\$250.00
061527	12/20/18		0639	SUEZ WATER OF NEW JERSEY	\$776.39
107100 H	12/03/18		0888	LINCOLN SCHOOL PTA	\$80.91
120718 H	12/10/18		1159	STATE OF NJ HEALTH BENEFITS	\$413,923.41
123118	12/31/18		PAY	HASBROUCK HEIGHTS PAYROLL	\$1,860,153.32
123218 H	12/31/18		7269	HASBROUCK HEIGHTS PR AGENCY	\$35,584.76
123318 H	12/31/18		7269	HASBROUCK HEIGHTS PR AGENCY	\$96,463.05
124118 H	12/31/18		0271	PRUDENTIAL RETIREMENT(DCRP)	\$6,239.14
615140	12/20/18		1845	BADRE, JEFF	\$100.00
615141	12/20/18		0830	SCHMARAK, JUSTIN	\$100.00

Starting date 12/1/2018

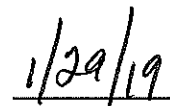
Ending date 12/31/2018

Fund Totals		
-------------	--	--

10	General Funds	\$96,463.05
11	GENERAL FUND	\$2,923,344.72
12	Capital Outlay	\$87,734.91
20	Special Revenue Fund	\$114,050.64
60	Enterprise Fund	\$80,003.54
95	STUDENT ACTIVITY	\$12,851.32
Total for all checks listed		\$3,314,448.18

Prepared and submitted by:

  
Board Secretary

  
Date

Report of the Secretary to the Board of Education  
Hasbrouck Heights Board of Ed.

ATTACHMENT D Page 1 of 33  
01/29/19 14:18

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 10 General Funds

Assets and Resources

**Assets:**

101	Cash in bank		\$5,577,928.25
102 - 106	Cash Equivalents		\$2,200.00
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		\$16,500,277.00

**Accounts Receivable:**

132	Interfund	\$0.00	
141	Intergovernmental - State	\$993,877.60	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$993,877.60

**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	\$32,208,694.00	
302	Less revenues	(\$30,838,283.80)	\$1,370,410.20

**Total assets and resources**

\$24,444,693.05



Starting date 7/1/2018 Ending date 11/30/2018 Fund: 10 General Funds

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		(\$16,547.12)
421	Accounts payable		\$400.00
431	Contracts payable		\$0.00
451	Loans payable		\$0.00
481	Deferred revenues		\$0.00
	Other current liabilities		\$0.00
	<b>Total liabilities</b>		<b>(\$16,147.12)</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$20,120,896.45
761	Capital reserve account - July	\$1,459,006.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	(\$355,910.00)	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$1,103,096.00
764	Maintenance reserve account - July	\$200,000.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$200,000.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$784,504.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$33,359,160.82	
602	Less: Expenditures	(\$11,294,782.39)	
	Less: Encumbrances	(\$20,120,946.45)	(\$31,415,728.84)
	<b>Total appropriated</b>		<b>\$24,151,928.43</b>

Unappropriated:

770	Fund balance, July 1		\$505,611.74
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$200,000.00)
	<b>Total fund balance</b>		<b>\$24,457,540.17</b>
	<b>Total liabilities and fund equity</b>		<b><u>\$24,441,393.05</u></b>

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 10 General Funds

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$33,359,160.82	\$31,415,728.84	\$1,943,431.98
Revenues	(\$32,208,694.00)	(\$30,838,283.80)	(\$1,370,410.20)
Subtotal	<u>\$1,150,466.82</u>	<u>\$577,445.04</u>	<u>\$573,021.78</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	(\$1,459,006.00)	\$1,459,006.00
Less - Withdrawal from reserve	(\$355,910.00)	(\$355,910.00)	\$0.00
Subtotal	<u>\$794,556.82</u>	<u>(\$1,237,470.96)</u>	<u>\$2,032,027.78</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	(\$200,000.00)	\$200,000.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$794,556.82</u>	<u>(\$1,437,470.96)</u>	<u>\$2,232,027.78</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$794,556.82</u>	<u>(\$1,437,470.96)</u>	<u>\$2,232,027.78</u>
Less: Adjustment for prior year	(\$594,556.82)	(\$594,556.82)	\$0.00
Budgeted fund balance	<u>\$200,000.00</u>	<u>(\$1,832,027.78)</u>	<u>\$2,032,027.78</u>

Prepared and submitted by :

  
Board Secretary

1/29/19  
Date

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 10 General Funds

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	29,586,648	(171,840)	29,414,808	29,314,967	Under	99,841
00520	SUBTOTAL – Revenues from State Sources	1,790,444	978,788	2,769,232	1,522,186	Under	1,247,046
00570	SUBTOTAL – Revenues from Federal Sources	24,154	0	24,154	1,131	Under	23,023
72180	Interest Earned on Maintenance Reserve	500	0	500	0	Under	500
Total		31,401,746	806,948	32,208,694	30,838,284		1,370,410

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		355,910	(1,736)	354,174	157,041	158,544	38,589
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	9,592,526	217,736	9,810,262	3,209,273	6,522,479	78,510
10300	Total Special Education - Instruction	3,193,444	0	3,193,444	1,035,096	2,137,135	21,214
11160	Total Basic Skills/Remedial – Instruct.	209,561	0	209,561	31,103	178,459	0
12160	Total Bilingual Education – Instruction	140,512	0	140,512	43,423	95,885	1,204
17100	Total School-Sponsored Co/Extra Curricul	219,285	0	219,285	34,557	177,833	6,895
17600	Total School-Sponsored Athletics – Instr	495,892	15,691	511,583	208,815	245,643	57,125
29180	Total Undistributed Expenditures - Instr	2,546,265	0	2,546,265	673,412	1,819,724	53,129
29680	Total Undistributed Expenditures – Atten	114,824	0	114,824	49,060	65,764	0
30620	Total Undistributed Expenditures – Healt	292,677	173	292,850	88,207	177,028	27,615
40580	Total Undistributed Expend – Speech, OT,	1,251,626	(31,011)	1,220,615	239,134	243,982	737,498
41080	Total Undist. Expend. – Other Supp. Serv	491,626	30,010	521,636	143,743	361,807	16,086
41660	Total Undist. Expend. – Guidance	404,535	95,495	500,030	148,743	350,086	1,201
42200	Total Undist. Expend. – Child Study Team	817,645	1,851	819,496	266,902	549,534	3,060
43200	Total Undist. Expend. – Improvement of I	136,212	0	136,212	55,429	76,467	4,316
43620	Total Undist. Expend. – Edu. Media Serv.	354,216	0	354,216	115,942	218,084	20,190
44180	Total Undist. Expend. – Instructional St	8,000	0	8,000	835	0	7,165
45300	Support Serv. - General Admin	571,102	8,515	579,617	215,578	315,683	48,356
46160	Support Serv. - School Admin	1,144,199	60,612	1,204,811	503,337	680,543	20,931
47200	Total Undist. Expend. – Central Services	386,500	0	386,500	165,729	216,620	4,151
47620	Total Undist. Expend. – Admin. Info. Tec	168,193	0	168,193	85,634	74,701	7,858
51120	Total Undist. Expend. – Oper. & Maint. O	2,519,324	873,253	3,392,577	1,307,254	1,532,704	552,619
52480	Total Undist. Expend. – Student Transpor	814,888	0	814,888	228,448	476,778	109,662
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	5,638,070	0	5,638,070	2,224,961	3,358,874	54,234
75880	TOTAL EQUIPMENT	20,466	72,481	92,947	63,126	26,591	3,231
76260	Total Facilities Acquisition and Constr	66,858	61,735	128,593	0	60,000	68,593
Total		31,954,356	1,404,805	33,359,161	11,294,782	20,120,946	1,943,432

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 10 General Funds

Revenues:				Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00100	10-1210	Local Tax Levy		29,408,865	(171,840)	29,237,025	29,237,025		0
00190	10-1300	Total Tuition		0	0	0	17,482		(17,482)
00260	10-1910	Rents and Royalties		48,000	0	48,000	0	Under	48,000
00300	10-1____	Unrestricted Miscellaneous Revenues		126,983	0	126,983	60,460	Under	66,523
00340	10-1____	Interest Earned on Capital Reserve Funds		2,800	0	2,800	0	Under	2,800
00420	10-3121	Categorical Transportation Aid		143,130	0	143,130	143,130		0
00430	10-3131	Extraordinary Aid		268,258	0	268,258	0	Under	268,258
00460	10-3176	Equalization Aid		327,579	280,070	607,649	327,579	Under	280,070
00470	10-3177	Categorical Security Aid		53,561	131,947	185,508	53,561	Under	131,947
00500	10-3____	Other State Aids		997,916	566,771	1,564,687	997,916	Under	566,771
00540	10-4200	Medicaid Reimbursement		24,154	0	24,154	1,131	Under	23,023
72180	10-606- -	Interest Earned on Maintenance Reserve		500	0	500	0	Under	500
Total				31,401,746	806,948	32,208,694	30,838,284		1,370,410

Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
				355,910	(1,736)	354,174	157,041	158,544	38,589
02080	11-110-____-101	Kindergarten – Salaries of Teachers		445,740	0	445,740	137,171	308,570	0
02100	11-120-____-101	Grades 1-5 – Salaries of Teachers		2,981,048	51,015	3,032,063	931,320	2,100,743	0
02120	11-130-____-101	Grades 6-8 – Salaries of Teachers		1,939,073	0	1,939,073	549,145	1,389,928	0
02140	11-140-____-101	Grades 9-12 – Salaries of Teachers		3,384,169	0	3,384,169	928,655	2,455,514	0
02160	11-140-____-101	Salaries of Teachers		31,500	0	31,500	0	31,500	0
03020	11-190-1____-320	Purchased Professional – Educational Ser		99,000	(9,040)	89,960	25,000	64,250	710
03040	11-190-1____-340	Purchased Technical Services		230,380	48,038	278,418	204,856	68,559	5,004
03060	11-190-1____-[4-5]	Other Purchased Services (400-500 series		226,616	(7,500)	219,116	166,787	51,411	918
03080	11-190-1____-610	General Supplies		188,000	162,361	350,361	255,674	49,340	45,348
03100	11-190-1____-640	Textbooks		60,000	(35,022)	24,978	0	0	24,978
03120	11-190-1____-8__	Other Objects		7,000	7,883	14,883	10,665	2,665	1,553
04500	11-204-100-101	Salaries of Teachers		131,618	0	131,618	40,809	90,809	0
04520	11-204-100-106	Other Salaries for Instruction		90,790	0	90,790	20,548	70,242	0
04600	11-204-100-610	General Supplies		1,000	0	1,000	0	0	1,000
04620	11-204-100-640	Textbooks		500	0	500	0	0	500
07000	11-213-100-101	Salaries of Teachers		2,161,745	0	2,161,745	674,300	1,487,445	0
07020	11-213-100-106	Other Salaries for Instruction		388,159	0	388,159	143,052	245,107	0
07100	11-213-100-610	General Supplies		8,000	0	8,000	1,517	0	6,483
07140	11-213-100-8__	Other Objects		500	0	500	0	0	500
08500	11-216-100-101	Salaries of Teachers		166,152	0	166,152	49,413	116,739	0
08520	11-216-100-106	Other Salaries for Instruction		113,488	0	113,488	27,397	86,091	0
08600	11-216-100-6__	General Supplies		4,000	0	4,000	323	0	3,677
09260	11-219-100-101	Salaries of Teachers		55,000	0	55,000	14,540	40,460	0
09500	11-221-100-101	Salaries of Teachers		28,325	398	28,723	28,722	0	1
09540	11-221-100-106	Other Salaries for Instruction		18,667	(398)	18,269	16,343	0	1,926
09560	11-221-100-320	Purchased Professional-Educational Servi		25,000	(1,245)	23,755	17,706	0	6,049

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 10 General Funds

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
09620	11-221-100-610	General Supplies	500	0	500	0	0	500
09660	11-221-100-8__	Other Objects	0	1,245	1,245	425	242	578
11000	11-230-100-101	Salaries of Teachers	209,561	0	209,561	31,103	178,459	0
12000	11-240-100-101	Salaries of Teachers	139,212	0	139,212	43,327	95,885	0
12100	11-240-100-610	General Supplies	1,100	0	1,100	96	0	1,004
12120	11-240-100-640	Textbooks	200	0	200	0	0	200
17000	11-401-100-1__	Salaries	202,785	0	202,785	25,057	177,508	220
17040	11-401-100-6__	Supplies and Materials	12,000	0	12,000	8,000	0	4,000
17060	11-401-100-8__	Other Objects	4,500	0	4,500	1,500	325	2,675
17500	11-402-100-1__	Total Vocational Programs – Local -Instr	332,768	0	332,768	116,915	215,853	0
17520	11-402-100-[3-5]	Purchased Services (300-500 series)	45,000	2,185	47,185	23,390	375	23,420
17540	11-402-100-6__	Supplies and Materials	86,124	13,506	99,630	56,085	26,657	16,889
17560	11-402-100-8__	Other Objects	32,000	0	32,000	12,426	2,758	16,816
29020	11-000-100-562	Tuition to Other LEAs within the State -	731,245	44,729	775,974	199,876	557,543	18,555
29040	11-000-100-563	Tuition to County Voc. School District-R	450,359	31,249	481,608	96,790	384,818	0
29060	11-000-100-564	Tuition to County Voc. School District-S	224,991	(1,464)	223,527	43,200	172,800	7,527
29080	11-000-100-565	Tuition to CSSD & Regular Day Schools	558,645	(149,198)	409,447	70,336	314,064	25,047
29100	11-000-100-566	Tuition to Priv. School for the Disabled	503,572	73,220	576,792	223,751	351,040	2,000
29160	11-000-100-569	Tuition – Other	77,453	1,464	78,917	39,459	39,459	0
29500	11-000-211-1__	Salaries	114,824	0	114,824	49,060	65,764	0
30500	11-000-213-1__	Salaries	243,177	0	243,177	69,708	173,469	0
30540	11-000-213-3__	Purchased Professional and Technical Ser	35,000	0	35,000	14,853	2,430	17,717
30580	11-000-213-6__	Supplies and Materials	11,000	173	11,173	3,473	92	7,608
30600	11-000-213-8__	Other Objects	3,500	0	3,500	173	1,037	2,290
40500	11-000-216-1__	Salaries	234,626	0	234,626	70,493	164,134	0
40520	11-000-216-320	Purchased Professional – Educational Ser	1,010,000	(30,160)	979,840	164,910	79,569	735,361
40540	11-000-216-6__	Supplies and Materials	7,000	(1,851)	5,149	2,940	280	1,930
40560	11-000-216-8__	Other Objects	0	1,000	1,000	792	0	208
41000	11-000-217-1__	Salaries	386,626	0	386,626	99,856	286,770	0
41020	11-000-217-320	Purchased Professional – Educational Ser	105,000	30,010	135,010	43,887	75,037	16,086
41500	11-000-218-104	Salaries of Other Professional Staff	403,035	95,495	498,530	148,743	349,787	0
41600	11-000-218-[4-5]	Other Purchased Services (400-500 series)	500	(75)	425	0	0	425
41620	11-000-218-6__	Supplies and Materials	500	75	575	0	299	276
41640	11-000-218-8__	Other Objects	500	0	500	0	0	500
42000	11-000-219-104	Salaries of Other Professional Staff	708,466	0	708,466	219,836	488,630	0
42020	11-000-219-105	Salaries of Secretarial and Clerical Ass	104,679	0	104,679	44,803	59,876	0
42100	11-000-219-[4-5]	Other Purchased Services (400-500 series)	500	0	500	43	0	457
42160	11-000-219-6__	Supplies and Materials	2,000	2,051	4,051	1,401	978	1,673
42180	11-000-219-8__	Other Objects	2,000	(200)	1,800	820	50	930
43020	11-000-221-104	Salaries of Other Professional Staff	130,712	0	130,712	54,420	76,292	0
43160	11-000-221-6__	Supplies and Materials	3,000	0	3,000	189	0	2,811

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 10 General Funds

Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
43180	11-000-221-8__	Other Objects		2,500	0	2,500	820	175	1,505
43500	11-000-222-1__	Salaries		333,516	0	333,516	115,432	218,084	0
43560	11-000-222-[4-5]	Other Purchased Services (400-500 series		6,000	0	6,000	0	0	6,000
43580	11-000-222-6__	Supplies and Materials		14,000	(100)	13,900	510	0	13,390
43600	11-000-222-8__	Other Objects		700	100	800	0	0	800
44120	11-000-223-[4-5]	Other Purch. Services (400-500 series)		8,000	(610)	7,390	600	0	6,790
44160	11-000-223-8__	Other Objects		0	610	610	235	0	375
45000	11-000-230-1__	Salaries		279,211	0	279,211	105,973	173,238	0
45040	11-000-230-331	Legal Services		75,000	0	75,000	12,953	62,047	0
45060	11-000-230-332	Audit Fees		30,000	0	30,000	25,000	5,000	0
45120	11-000-230-340	Purchased Technical Services		19,050	8,515	27,565	8,515	0	19,050
45140	11-000-230-530	Communications/Telephone		61,242	0	61,242	(13,455)	74,133	564
45160	11-000-230-585	BOE Other Purchased Services		2,500	695	3,195	3,194	0	1
45180	11-000-230-590	Misc Purch Services (400-500 series, O/T		65,000	(39)	64,961	47,914	0	17,047
45200	11-000-230-610	General Supplies		7,000	(656)	6,344	2,965	195	3,184
45260	11-000-230-890	Miscellaneous Expenditures		18,849	0	18,849	10,531	1,070	7,248
45280	11-000-230-895	BOE Membership Dues and Fees		13,250	0	13,250	11,987	0	1,263
46000	11-000-240-103	Salaries of Principals/Assistant Princip		745,411	0	745,411	312,046	433,365	0
46020	11-000-240-104	Salaries of Other Professional Staff		126,548	0	126,548	52,810	73,738	0
46040	11-000-240-105	Salaries of Secretarial and Clerical Ass		214,240	60,612	274,852	105,010	169,842	0
46120	11-000-240-6__	Supplies and Materials		38,000	2,237	40,237	27,011	3,423	9,803
46140	11-000-240-8__	Other Objects		20,000	(2,237)	17,763	6,460	175	11,128
47000	11-000-251-1__	Salaries		357,196	0	357,196	147,880	209,316	0
47040	11-000-251-340	Purchased Technical Services		14,804	(3,399)	11,405	4,505	6,900	0
47060	11-000-251-592	Misc. Purch. Services (400-500 Series, O		0	343	343	238	0	105
47100	11-000-251-6__	Supplies and Materials		10,000	5,000	15,000	11,031	404	3,565
47180	11-000-251-890	Other Objects		4,500	(1,944)	2,556	2,075	0	481
47500	11-000-252-1__	Salaries		95,193	0	95,193	47,308	47,885	0
47540	11-000-252-340	Purchased Technical Services		4,000	0	4,000	0	0	4,000
47560	11-000-252-[4-5]	Other Purchased Services (400-500 series		34,250	0	34,250	10,995	20,552	2,702
47580	11-000-252-6__	Supplies and Materials		34,250	0	34,250	27,330	6,264	656
47600	11-000-252-8__	Other Objects		500	0	500	0	0	500
48500	11-000-261-1__	Salaries		101,903	0	101,903	42,139	59,764	0
48520	11-000-261-420	Cleaning, Repair, and Maintenance Servic		250,000	87,182	337,182	202,918	123,357	10,906
48540	11-000-261-610	General Supplies		15,000	0	15,000	6,147	0	8,853
48560	11-000-261-8__	Other Objects		500	0	500	0	0	500
49000	11-000-262-1__	Salaries		1,008,702	0	1,008,702	377,986	630,716	0
49060	11-000-262-420	Cleaning, Repair, and Maintenance Svc.		90,761	602,710	693,471	171,537	174,474	347,460
49120	11-000-262-490	Other Purchased Property Services		33,000	0	33,000	13,521	19,479	0
49140	11-000-262-520	Insurance		131,572	8,480	140,052	140,052	0	0
49160	11-000-262-590	Miscellaneous Purchased Services		100,728	2,020	102,748	38,947	63,784	16

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 10 General Funds

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
49180	11-000-262-610	General Supplies	150,000	180	150,180	64,729	32,569	52,881
49200	11-000-262-621	Energy (Natural Gas)	128,500	10,000	138,500	2,910	125,590	10,000
49220	11-000-262-622	Energy (Electricity)	264,200	(11,500)	252,700	57,899	194,301	500
49280	11-000-262-8__	Other Objects	15,104	2,400	17,504	12,889	2,900	1,715
50040	11-000-263-420	Cleaning, Repair, and Maintenance Svc.	45,700	84,335	130,035	110,482	8,408	11,144
50060	11-000-263-610	General Supplies	1,000	(950)	50	0	0	50
50080	11-000-263-8__	Other Objects	250	(250)	0	0	0	0
51000	11-000-266-1__	Salaries	77,672	0	77,672	25,669	52,003	0
51020	11-000-266-3__	Purchased Professional and Technical Ser	63,000	45,350	108,350	0	0	108,350
51040	11-000-266-420	Cleaning, Repair, and Maintenance Svc.	40,482	28,165	68,647	26,905	41,580	162
51060	11-000-266-610	General Supplies	1,000	15,382	16,382	12,523	3,778	81
51080	11-000-266-8__	Other Objects	250	(250)	0	0	0	0
52020	11-000-270-160	Sal. For Pupil Trans (Bet Home & Sch) -	32,025	0	32,025	12,535	19,490	0
52060	11-000-270-162	Sal. For Pupil Trans (Other than Bet. Ho	30,211	0	30,211	793	29,418	0
52140	11-000-270-420	Cleaning, Repair, & Maint. Services	14,000	0	14,000	5,350	1,863	6,787
52220	11-000-270-504	Contract Serv-Aid in Lieu Pymts-Charter	2,652	0	2,652	0	0	2,652
52280	11-000-270-512	Contr Serv (Oth. Than Bet Home & Sch) -	70,000	0	70,000	14,645	0	55,356
52300	11-000-270-513	Contr Serv (Bet. Home & Sch) - Joint Agr	55,000	0	55,000	11,631	27,912	15,456
52340	11-000-270-515	Contract Serv. (Sp Ed Stds) - Joint Agre	600,000	0	600,000	181,781	391,723	26,496
52440	11-000-270-615	Transportation Supplies	10,000	0	10,000	1,628	6,372	2,000
52460	11-000-270-8__	Other objects	1,000	0	1,000	85	0	915
71020	11-000-291-220	Social Security Contributions	347,285	0	347,285	128,281	219,004	0
71060	11-000-291-241	Other Retirement Contributions - PERS	287,257	32,000	319,257	11,409	307,842	6
71140	11-000-291-250	Unemployment Compensation	30,000	0	30,000	0	0	30,000
71160	11-000-291-260	Workmen's Compensation	150,000	(30,942)	119,058	108,217	0	10,841
71180	11-000-291-270	Health Benefits	4,772,528	(47,500)	4,725,028	1,887,604	2,832,029	5,395
71200	11-000-291-280	Tuition Reimbursement	50,000	(1,327)	48,673	41,178	0	7,495
71220	11-000-291-290	Other Employee Benefits	1,000	47,769	48,769	48,271	0	498
73080	12-140-100-73__	Grades 9-12	0	24,707	24,707	24,707	0	0
75720	12-000-262-73__	Undist. Expend. - Custodial Services	0	31,000	31,000	4,202	26,591	208
75800	12-000-270-733	School Buses - Regular	20,466	1	20,467	20,466	0	1
75860	12-____-00-73__	Special Schools (All Programs)	0	16,773	16,773	13,751	0	3,022
76080	12-000-400-450	Construction Services	60,000	61,735	121,735	0	60,000	61,735
76200	12-000-400-800	Other Objects	6,858	0	6,858	0	0	6,858
Total			31,954,356	1,404,805	33,359,161	11,294,782	20,120,946	1,943,432

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 20 Special Revenue Fund

---

Assets and Resources

**Assets:**

101	Cash in bank		(\$11,890.61)
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	\$956,784.00	
302	Less revenues	(\$115,909.00)	\$840,875.00

**Total assets and resources**

**\$828,984.39**



Starting date 7/1/2018 Ending date 11/30/2018 Fund: 20 Special Revenue Fund

Liabilities and Fund Equity

Liabilities:

101	Cash in bank			(\$11,890.61)
411	Intergovernmental accounts payable - state			\$84,344.64
421	Accounts payable			\$0.00
431	Contracts payable			\$0.00
451	Loans payable			\$0.00
481	Deferred revenues			\$575.91
	Other current liabilities			\$6,869.96
	<b>Total liabilities</b>			<b>\$91,790.51</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances			\$392,573.72
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	
766	Reserve for Cur. Exp. Emergencies - July	\$0.00		
607	Add: Increase in cur. exp. emer. reserve	\$0.00		
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00	
762	Adult education programs			\$0.00
750-752,76x	Other reserves			\$0.00
601	Appropriations	\$956,784.00		
602	Less: Expenditures	(\$219,590.12)		
	Less: Encumbrances	(\$392,573.72)	(\$612,163.84)	\$344,620.16
	<b>Total appropriated</b>			<b>\$737,193.88</b>

Unappropriated:

770	Fund balance, July 1			\$0.00
771	Designated fund balance			\$0.00
303	Budgeted fund balance			\$0.00
	<b>Total fund balance</b>			<b>\$737,193.88</b>
	<b>Total liabilities and fund equity</b>			<b><u>\$828,984.39</u></b>

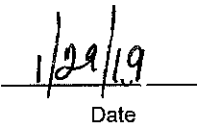
Starting date 7/1/2018 Ending date 11/30/2018 Fund: 20 Special Revenue Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$956,784.00	\$612,163.84	\$344,620.16
Revenues	(\$956,784.00)	(\$115,909.00)	(\$840,875.00)
Subtotal	<u>\$0.00</u>	<u>\$496,254.84</u>	<u>(\$496,254.84)</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>\$496,254.84</u>	<u>(\$496,254.84)</u>
Change in maintenance 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>\$496,254.84</u>	<u>(\$496,254.84)</u>
Change in emergency 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>\$496,254.84</u>	<u>(\$496,254.84)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$496,254.84</u>	<u>(\$496,254.84)</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 20 Special Revenue Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00770	Total Revenues from State Sources	295,600	(1,034)	294,566	115,909	Under	178,657
00830	Total Revenues from Federal Sources	643,800	18,418	662,218	0	Under	662,218
Total		939,400	17,384	956,784	115,909		840,875
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	(Total of Accounts W/O a Grid# Assigned)	39,200	36,553	75,753	14,541	24,493	36,719
88000	Nonpublic Textbooks	16,300	(66)	16,234	11,729	3,302	1,203
88020	Nonpublic Auxiliary Services	110,100	0	110,100	5,925	0	104,175
88040	Nonpublic Handicapped Services	89,500	0	89,500	9,833	0	79,667
88060	Nonpublic Nursing Services	29,500	(12)	29,488	8,846	20,642	0
88080	Nonpublic Technology Initiative	11,000	(56)	10,944	0	10,216	728
88740	Total Federal Projects	643,800	(19,035)	624,765	168,716	333,921	122,128
Total		939,400	17,384	956,784	219,590	392,574	344,620

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 20 Special Revenue Fund

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00765 20-32__ Other Restricted Entitlements	295,600	(1,034)	294,566	115,909	Under	178,657
00775 20-441[1-6] Title I	148,000	2,160	150,160	0	Under	150,160
00780 20-445[1-5] Title II	34,000	386	34,386	0	Under	34,386
00785 20-449[1-4] Title III	14,800	(397)	14,403	0	Under	14,403
00790 20-447[1-4] Title IV	10,000	0	10,000	0	Under	10,000
00805 20-442[0-9] I.D.E.A. Part B (Handicapped)	437,000	16,269	453,269	0	Under	453,269
Total	939,400	17,384	956,784	115,909		840,875

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	39,200	36,553	75,753	14,541	24,493	36,719
88000 20-__-__- Nonpublic Textbooks	16,300	(66)	16,234	11,729	3,302	1,203
88020 20-__-__- Nonpublic Auxiliary Services	110,100	0	110,100	5,925	0	104,175
88040 20-__-__- Nonpublic Handicapped Services	89,500	0	89,500	9,833	0	79,667
88060 20-__-__- Nonpublic Nursing Services	29,500	(12)	29,488	8,846	20,642	0
88080 20-__-__- Nonpublic Technology Initiative	11,000	(56)	10,944	0	10,216	728
88500 20-__-__- Title I	148,000	2,160	150,160	26,602	84,228	39,330
88520 20-__-__- Title II	34,000	386	34,386	150	25,344	8,892
88540 20-__-__- Title III	14,800	(397)	14,403	1,174	9,670	3,559
88560 20-__-__- Title IV	10,000	0	10,000	0	2,190	7,810
88620 20-__-__- I.D.E.A. Part B (Handicapped)	437,000	(21,184)	415,816	140,790	212,489	62,537
Total	939,400	17,384	956,784	219,590	392,574	344,620

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 30 Capital Projects Fund

---

Assets and Resources

Assets:

101	Cash in bank		\$472,654.82
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	(\$51,585.65)	(\$51,585.65)

**Total assets and resources**

**\$421,069.17**

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 30 Capital Projects Fund

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		\$1.86
	<b>Total liabilities</b>		<b>\$1.86</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$429,904.77
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
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$493,728.80	
602	Less: Expenditures	(\$3,378.05)	
	Less: Encumbrances	(\$429,904.77)	(\$433,282.82)
	<b>Total appropriated</b>		<b>\$490,350.75</b>

Unappropriated:

770	Fund balance, July 1		\$42,540.59
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$111,824.03)
	<b>Total fund balance</b>		<b>\$421,067.31</b>
	<b>Total liabilities and fund equity</b>		<b><u>\$421,069.17</u></b>

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 30 Capital Projects Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$493,728.80	\$433,282.82	\$60,445.98
Revenues	\$0.00	(\$51,585.65)	\$51,585.65
Subtotal	<u>\$493,728.80</u>	<u>\$381,697.17</u>	<u>\$112,031.63</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>\$493,728.80</u>	<u>\$381,697.17</u>	<u>\$112,031.63</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$493,728.80</u>	<u>\$381,697.17</u>	<u>\$112,031.63</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$493,728.80</u>	<u>\$381,697.17</u>	<u>\$112,031.63</u>
Less: Adjustment for prior year	(\$381,904.77)	(\$381,904.77)	\$0.00
Budgeted fund balance	<u>\$111,824.03</u>	<u>(\$207.60)</u>	<u>\$112,031.63</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 30 Capital Projects Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		0	0	0	51,586		(51,586)
Total		0	0	0	51,586		(51,586)
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	493,729	493,729	3,378	429,905	60,446
Total		0	493,729	493,729	3,378	429,905	60,446



Starting date 7/1/2018 Ending date 11/30/2018 Fund: 30 Capital Projects Fund

**Revenues:**

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
99999	0	0	0	51,586		(51,586)
Total	0	0	0	51,586		(51,586)

**Expenditures:**

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	0	493,729	493,729	3,378	429,905	60,446
Total	0	493,729	493,729	3,378	429,905	60,446

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 40 Debt Service Fund

---

Assets and Resources

**Assets:**

101	Cash in bank		(\$604,800.86)
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		\$727,048.00

**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	\$915,775.00	
302	Less revenues	(\$903,333.00)	\$12,442.00

**Total assets and resources**

**\$134,689.14**

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 40 Debt Service Fund

Liabilities and Fund Equity

**Liabilities:**

101	Cash in bank				(\$604,800.86)
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
	<b>Total liabilities</b>				<b>\$0.00</b>

**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
766	Reserve for Cur. Exp. Emergencies - July		\$0.00		
607	Add: Increase in cur. exp. emer. reserve		\$0.00		
312	Less: Bud. w/d from cur. exp. emer. reserve		\$0.00		\$0.00
762	Adult education programs				\$0.00
750-752,76x	Other reserves				\$0.00
601	Appropriations		\$966,850.00		
602	Less: Expenditures	(\$781,087.50)			
	Less: Encumbrances	\$0.00	(\$781,087.50)		\$185,762.50
	<b>Total appropriated</b>				<b>\$185,762.50</b>

**Unappropriated:**


770	Fund balance, July 1				\$1.64
771	Designated fund balance				\$0.00
303	Budgeted fund balance				(\$51,075.00)
	<b>Total fund balance</b>				<b>\$134,689.14</b>
	<b>Total liabilities and fund equity</b>				<b><u>\$134,689.14</u></b>

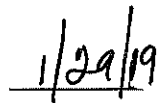
Starting date 7/1/2018 Ending date 11/30/2018 Fund: 40 Debt Service Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$966,850.00	\$781,087.50	\$185,762.50
Revenues	(\$915,775.00)	(\$903,333.00)	(\$12,442.00)
Subtotal	<u>\$51,075.00</u>	<u>(\$122,245.50)</u>	<u>\$173,320.50</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>\$51,075.00</u>	<u>(\$122,245.50)</u>	<u>\$173,320.50</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$51,075.00</u>	<u>(\$122,245.50)</u>	<u>\$173,320.50</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$51,075.00</u>	<u>(\$122,245.50)</u>	<u>\$173,320.50</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$51,075.00</u>	<u>(\$122,245.50)</u>	<u>\$173,320.50</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 40 Debt Service Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00885	Total Revenues from Local Sources	727,048	0	727,048	727,048		0
0093A	Other	188,727	0	188,727	176,285	Under	12,442
Total		915,775	0	915,775	903,333		12,442
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89660	Total Regular Debt Service	966,850	0	966,850	781,088	0	185,763
Total		966,850	0	966,850	781,088	0	185,763

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 40 Debt Service Fund

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00860	40-1210	Local Tax Levy	727,048	0	727,048	727,048		0
00890	40-3160	Debt Service Aid Type II	188,727	0	188,727	176,285	Under	12,442
Total			915,775	0	915,775	903,333		12,442

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89600	40-701-510-834	Interest on Bonds	256,850	0	256,850	71,088	0	185,763
89620	40-701-510-910	Redemption of Principal	710,000	0	710,000	710,000	0	0
Total			966,850	0	966,850	781,088	0	185,763

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 60 Enterprise Fund

---

Assets and Resources

Assets:

101	Cash in bank		\$692,195.62
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	\$1,012,286.00	
302	Less revenues	(\$323,785.14)	\$688,500.86

**Total assets and resources**

**\$1,380,696.48**

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 60 Enterprise Fund

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		\$56,814.00
	Other current liabilities		\$0.00
	<b>Total liabilities</b>		<b>\$56,814.00</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$530,975.75
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
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$1,012,286.00	
602	Less: Expenditures	(\$320,588.88)	
	Less: Encumbrances	(\$530,975.75)	(\$851,564.63)
	<b>Total appropriated</b>		<b>\$691,697.12</b>

Unappropriated:

770	Fund balance, July 1		\$580,926.36
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$51,259.00
	<b>Total fund balance</b>		<b>\$1,323,882.48</b>
	<b>Total liabilities and fund equity</b>		<b><u>\$1,380,696.48</u></b>



Starting date 7/1/2018 Ending date 11/30/2018 Fund: 60 Enterprise Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$1,012,286.00	\$851,564.63	\$160,721.37
Revenues	(\$1,012,286.00)	(\$323,785.14)	(\$688,500.86)
Subtotal	<u>\$0.00</u>	<u>\$527,779.49</u>	<u>(\$527,779.49)</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>\$527,779.49</u>	<u>(\$527,779.49)</u>
Change in maintenance 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>\$527,779.49</u>	<u>(\$527,779.49)</u>
Change in emergency 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>\$527,779.49</u>	<u>(\$527,779.49)</u>
Less: Adjustment for prior year	(\$51,259.00)	(\$51,259.00)	\$0.00
Budgeted fund balance	<u>(\$51,259.00)</u>	<u>\$476,520.49</u>	<u>(\$527,779.49)</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 60 Enterprise Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		0	1,012,286	1,012,286	323,785	Under	688,501
Total		0	1,012,286	1,012,286	323,785		688,501
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	1,012,286	1,012,286	320,589	530,976	160,721
Total		0	1,012,286	1,012,286	320,589	530,976	160,721

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 60 Enterprise Fund

**Revenues:**

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
99999	0	1,012,286	1,012,286	323,785	Under	688,501
Total	0	1,012,286	1,012,286	323,785		688,501

**Expenditures:**

	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
99999	0	1,012,286	1,012,286	320,589	530,976	160,721
Total	0	1,012,286	1,012,286	320,589	530,976	160,721

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 95 STUDENT ACTIVITY

---

Assets and Resources

**Assets:**

101	Cash in bank		\$123,384.96
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	\$152,936.50	
302	Less revenues	(\$78,355.69)	\$74,580.81

**Total assets and resources**

**\$197,965.77**

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 95 STUDENT ACTIVITY

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
	<b>Total liabilities</b>		<b>\$0.00</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$17,620.36
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
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$150,921.50	
602	Less: Expenditures	(\$42,176.81)	
	Less: Encumbrances	(\$17,620.36)	(\$59,797.17)
	<b>Total appropriated</b>		<b>\$108,744.69</b>

Unappropriated:

770	Fund balance, July 1		\$87,091.08
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$2,130.00

Total fund balance **\$197,965.77**  
Total liabilities and fund equity **\$197,965.77**


Starting date 7/1/2018 Ending date 11/30/2018 Fund: 95 STUDENT ACTIVITY

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$150,921.50	\$59,797.17	\$91,124.33
Revenues	(\$152,936.50)	(\$78,355.69)	(\$74,580.81)
Subtotal	<u>(\$2,015.00)</u>	<u>(\$18,558.52)</u>	<u>\$16,543.52</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>(\$2,015.00)</u>	<u>(\$18,558.52)</u>	<u>\$16,543.52</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>(\$2,015.00)</u>	<u>(\$18,558.52)</u>	<u>\$16,543.52</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>(\$2,015.00)</u>	<u>(\$18,558.52)</u>	<u>\$16,543.52</u>
Less: Adjustment for prior year	(\$115.00)	(\$115.00)	\$0.00
Budgeted fund balance	<u>(\$2,130.00)</u>	<u>(\$18,673.52)</u>	<u>\$16,543.52</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 95 STUDENT ACTIVITY

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		75,992	76,945	152,936	78,356	Under	74,581
Total		75,992	76,945	152,936	78,356		74,581
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		75,992	74,930	150,921	42,177	17,620	91,124
Total		75,992	74,930	150,921	42,177	17,620	91,124

Starting date 7/1/2018 Ending date 11/30/2018 Fund: 95 STUDENT ACTIVITY

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	75,992	76,945	152,936	78,356	Under	74,581
Total	75,992	76,945	152,936	78,356		74,581

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	75,992	74,930	150,921	42,177	17,620	91,124
Total	75,992	74,930	150,921	42,177	17,620	91,124



Starting date 7/1/2018 Ending date 12/31/2018 Fund: 10 General Funds

---

Assets and Resources

Assets:

101	Cash in bank		\$5,441,263.27
102 - 106	Cash Equivalents		\$2,200.00
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		\$14,151,750.00

Accounts Receivable:

132	Interfund	\$0.00	
141	Intergovernmental - State	\$711,127.98	
142	Intergovernmental - Federal	\$0.00	
143	Intergovernmental - Other	\$0.00	
153, 154	Other (net of estimated uncollectable of \$_____)	\$0.00	\$711,127.98

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	\$32,208,694.00	
302	Less revenues	(\$30,906,659.41)	\$1,302,034.59

**Total assets and resources**

**\$21,608,375.84**

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 10 General Funds

Liabilities and Fund Equity

Liabilities:

411	Intergovernmental accounts payable - state		(\$16,547.12)
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
	<b>Total liabilities</b>		<b>(\$16,547.12)</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$17,479,550.42
761	Capital reserve account - July	\$1,459,006.00	
604	Add: Increase in capital reserve	\$0.00	
307	Less: Bud. w/d cap. reserve eligible costs	(\$355,910.00)	
309	Less: Bud. w/d cap. reserve excess costs	\$0.00	\$1,103,096.00
764	Maintenance reserve account - July	\$200,000.00	
606	Add: Increase in maintenance reserve	\$0.00	
310	Less: Bud. w/d from maintenance reserve	\$0.00	\$200,000.00
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$784,504.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$33,359,160.82	
602	Less: Expenditures	(\$14,130,699.60)	
	Less: Encumbrances	(\$17,479,600.42)	(\$31,610,300.02)
	<b>Total appropriated</b>		<b>\$21,316,011.22</b>

Unappropriated:

770	Fund balance, July 1		\$505,611.74
771	Designated fund balance		\$0.00
303	Budgeted fund balance		(\$200,000.00)
	<b>Total fund balance</b>		<b>\$21,621,622.96</b>
	<b>Total liabilities and fund equity</b>		<b><u>\$21,605,075.84</u></b>

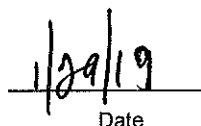
Starting date 7/1/2018 Ending date 12/31/2018 Fund: 10 General Funds

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$33,359,160.82	\$31,610,300.02	\$1,748,860.80
Revenues	(\$32,208,694.00)	(\$30,906,659.41)	(\$1,302,034.59)
Subtotal	<u>\$1,150,466.82</u>	<u>\$703,640.61</u>	<u>\$446,826.21</u>
Change in capital reserve account:			
Plus - Increase in reserve	\$0.00	(\$1,459,006.00)	\$1,459,006.00
Less - Withdrawal from reserve	(\$355,910.00)	(\$355,910.00)	\$0.00
Subtotal	<u>\$794,556.82</u>	<u>(\$1,111,275.39)</u>	<u>\$1,905,832.21</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	(\$200,000.00)	\$200,000.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$794,556.82</u>	<u>(\$1,311,275.39)</u>	<u>\$2,105,832.21</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$794,556.82</u>	<u>(\$1,311,275.39)</u>	<u>\$2,105,832.21</u>
Less: Adjustment for prior year	(\$594,556.82)	(\$594,556.82)	\$0.00
Budgeted fund balance	<u>\$200,000.00</u>	<u>(\$1,705,832.21)</u>	<u>\$1,905,832.21</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 10 General Funds

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00370	SUBTOTAL – Revenues from Local Sources	29,586,648	(171,840)	29,414,808	29,382,222	Under	32,586
00520	SUBTOTAL – Revenues from State Sources	1,790,444	978,788	2,769,232	1,522,186	Under	1,247,046
00570	SUBTOTAL – Revenues from Federal Sources	24,154	0	24,154	2,251	Under	21,903
72180	Interest Earned on Maintenance Reserve	500	0	500	0	Under	500
Total		31,401,746	806,948	32,208,694	30,906,659		1,302,035

Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		355,910	(1,736)	354,174	183,041	132,544	38,589
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	9,592,526	217,736	9,810,262	4,124,081	5,615,832	70,349
10300	Total Special Education - Instruction	3,193,444	0	3,193,444	1,356,465	1,816,014	20,965
11160	Total Basic Skills/Remedial – Instruct.	209,561	0	209,561	41,470	168,091	0
12160	Total Bilingual Education – Instruction	140,512	0	140,512	57,866	81,442	1,204
17100	Total School-Sponsored Co/Extra Curricul	219,285	0	219,285	96,640	116,802	5,843
17600	Total School-Sponsored Athletics – Instr	495,892	15,691	511,583	249,668	211,065	50,851
29180	Total Undistributed Expenditures - Instr	2,546,265	0	2,546,265	880,799	1,614,337	51,129
29680	Total Undistributed Expenditures – Atten	114,824	0	114,824	59,252	55,572	0
30620	Total Undistributed Expenditures – Healt	292,677	173	292,850	114,902	151,926	26,021
40580	Total Undistributed Expend – Speech, OT,	1,251,626	(31,011)	1,220,615	349,478	197,619	673,519
41080	Total Undist. Expend. – Other Supp. Serv	491,626	30,010	521,636	192,340	325,921	3,375
41660	Total Undist. Expend. – Guidance	404,535	95,495	500,030	198,324	300,569	1,137
42200	Total Undist. Expend. – Child Study Team	817,645	1,851	819,496	343,243	475,058	1,195
43200	Total Undist. Expend. – Improvement of I	136,212	0	136,212	66,488	65,637	4,087
43620	Total Undist. Expend. – Edu. Media Serv.	354,216	0	354,216	145,428	188,786	20,002
44180	Total Undist. Expend. – Instructional St	8,000	0	8,000	835	375	6,790
45300	Support Serv. - General Admin	571,102	8,515	579,617	249,634	282,077	47,906
46160	Support Serv. - School Admin	1,144,199	60,612	1,204,811	602,913	583,180	18,717
47200	Total Undist. Expend. – Central Services	386,500	12,386	398,886	208,478	188,601	1,808
47620	Total Undist. Expend. – Admin. Info. Tec	168,193	0	168,193	78,224	47,262	42,707
51120	Total Undist. Expend. – Oper. & Maint. O	2,519,324	873,253	3,392,577	1,518,381	1,489,460	384,736
52480	Total Undist. Expend. – Student Transpor	814,888	0	814,888	301,331	407,587	105,970
71260	TOTAL PERSONNEL SERVICES –EMPLOYEE	5,638,070	(12,386)	5,625,684	2,586,559	2,877,253	161,872
75880	TOTAL EQUIPMENT	20,466	72,481	92,947	63,126	26,591	3,231
76260	Total Facilities Acquisition and Constr	66,858	61,735	128,593	61,735	60,000	6,858
Total		31,954,356	1,404,805	33,359,161	14,130,700	17,479,600	1,748,861

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 10 General Funds

Revenues:				Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00100	10-1210	Local Tax Levy		29,408,865	(171,840)	29,237,025	29,237,025		0
00190	10-1300	Total Tuition		0	0	0	20,092		(20,092)
00260	10-1910	Rents and Royalties		48,000	0	48,000	0	Under	48,000
00300	10-1___	Unrestricted Miscellaneous Revenues		126,983	0	126,983	125,105	Under	1,878
00340	10-1___	Interest Earned on Capital Reserve Funds		2,800	0	2,800	0	Under	2,800
00420	10-3121	Categorical Transportation Aid		143,130	0	143,130	143,130		0
00430	10-3131	Extraordinary Aid		268,258	0	268,258	0	Under	268,258
00460	10-3176	Equalization Aid		327,579	280,070	607,649	327,579	Under	280,070
00470	10-3177	Categorical Security Aid		53,561	131,947	185,508	53,561	Under	131,947
00500	10-3___	Other State Aids		997,916	566,771	1,564,687	997,916	Under	566,771
00540	10-4200	Medicaid Reimbursement		24,154	0	24,154	2,251	Under	21,903
72180	10-606- -	Interest Earned on Maintenance Reserve		500	0	500	0	Under	500
Total				31,401,746	806,948	32,208,694	30,906,659		1,302,035

Expenditures:				Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
				355,910	(1,736)	354,174	183,041	132,544	38,589
02080	11-110-___-101	Kindergarten – Salaries of Teachers		445,740	0	445,740	182,894	262,846	0
02100	11-120-___-101	Grades 1-5 – Salaries of Teachers		2,981,048	51,015	3,032,063	1,241,752	1,790,311	0
02120	11-130-___-101	Grades 6-8 – Salaries of Teachers		1,939,073	0	1,939,073	733,666	1,205,407	0
02140	11-140-___-101	Grades 9-12 – Salaries of Teachers		3,384,169	0	3,384,169	1,244,116	2,140,053	0
02160	11-140-___-101	Salaries of Teachers		31,500	0	31,500	18,040	13,461	0
03020	11-190-1___-320	Purchased Professional – Educational Ser		99,000	(9,040)	89,960	25,000	64,250	710
03040	11-190-1___-340	Purchased Technical Services		230,380	48,038	278,418	217,784	55,630	5,004
03060	11-190-1___-[4-5]	Other Purchased Services (400-500 series		226,616	(7,500)	219,116	176,499	41,700	918
03080	11-190-1___-610	General Supplies		188,000	164,361	352,361	273,666	39,408	39,287
03100	11-190-1___-640	Textbooks		60,000	(37,022)	22,978	0	0	22,978
03120	11-190-1___-8___	Other Objects		7,000	7,883	14,883	10,665	2,765	1,453
04500	11-204-100-101	Salaries of Teachers		131,618	0	131,618	54,412	77,206	0
04520	11-204-100-106	Other Salaries for Instruction		90,790	0	90,790	27,397	63,393	0
04600	11-204-100-610	General Supplies		1,000	0	1,000	0	0	1,000
04620	11-204-100-640	Textbooks		500	0	500	0	0	500
07000	11-213-100-101	Salaries of Teachers		2,161,745	0	2,161,745	899,059	1,262,686	0
07020	11-213-100-106	Other Salaries for Instruction		388,159	0	388,159	191,497	196,662	0
07100	11-213-100-610	General Supplies		8,000	0	8,000	1,517	0	6,483
07140	11-213-100-8___	Other Objects		500	0	500	0	0	500
08500	11-216-100-101	Salaries of Teachers		166,152	0	166,152	65,884	100,268	0
08520	11-216-100-106	Other Salaries for Instruction		113,488	0	113,488	36,530	76,958	0
08600	11-216-100-6___	General Supplies		4,000	0	4,000	323	249	3,429
09260	11-219-100-101	Salaries of Teachers		55,000	0	55,000	16,650	38,350	0
09500	11-221-100-101	Salaries of Teachers		28,325	398	28,723	28,722	0	1
09540	11-221-100-106	Other Salaries for Instruction		18,667	(398)	18,269	16,343	0	1,926
09560	11-221-100-320	Purchased Professional-Educational Servi		25,000	(1,245)	23,755	17,706	0	6,049

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 10 General Funds

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
09620	11-221-100-610	General Supplies	500	0	500	0	0	500
09660	11-221-100-8__	Other Objects	0	1,245	1,245	425	242	578
11000	11-230-100-101	Salaries of Teachers	209,561	0	209,561	41,470	168,091	0
12000	11-240-100-101	Salaries of Teachers	139,212	0	139,212	57,770	81,442	0
12100	11-240-100-610	General Supplies	1,100	0	1,100	96	0	1,004
12120	11-240-100-640	Textbooks	200	0	200	0	0	200
17000	11-401-100-1__	Salaries	202,785	0	202,785	86,743	115,822	220
17040	11-401-100-6__	Supplies and Materials	12,000	0	12,000	8,000	250	3,750
17060	11-401-100-8__	Other Objects	4,500	0	4,500	1,897	730	1,873
17500	11-402-100-1__	Total Vocational Programs – Local -Instr	332,768	0	332,768	140,171	192,597	0
17520	11-402-100-[3-5]	Purchased Services (300-500 series)	45,000	2,185	47,185	24,965	115	22,105
17540	11-402-100-6__	Supplies and Materials	86,124	13,506	99,630	68,578	14,754	16,299
17560	11-402-100-8__	Other Objects	32,000	0	32,000	15,954	3,599	12,447
29020	11-000-100-562	Tuition to Other LEAs within the State -	731,245	44,729	775,974	243,033	514,386	18,555
29040	11-000-100-563	Tuition to County Voc. School District-R	450,359	31,249	481,608	145,184	336,424	0
29060	11-000-100-564	Tuition to County Voc. School District-S	224,991	(1,464)	223,527	64,800	151,200	7,527
29080	11-000-100-565	Tuition to CSSD & Regular Day Schools	558,645	(149,198)	409,447	92,404	291,996	25,047
29100	11-000-100-566	Tuition to Priv. School for the Disabled	503,572	73,220	576,792	295,919	280,872	0
29160	11-000-100-569	Tuition – Other	77,453	1,464	78,917	39,459	39,459	0
29500	11-000-211-1__	Salaries	114,824	0	114,824	59,252	55,572	0
30500	11-000-213-1__	Salaries	243,177	0	243,177	92,778	150,399	0
30540	11-000-213-3__	Purchased Professional and Technical Ser	35,000	0	35,000	17,962	621	16,417
30580	11-000-213-6__	Supplies and Materials	11,000	173	11,173	3,520	52	7,601
30600	11-000-213-8__	Other Objects	3,500	0	3,500	643	854	2,003
40500	11-000-216-1__	Salaries	234,626	0	234,626	93,990	140,636	0
40520	11-000-216-320	Purchased Professional – Educational Ser	1,010,000	(30,160)	979,840	251,476	56,437	671,927
40540	11-000-216-6__	Supplies and Materials	7,000	(1,851)	5,149	3,219	546	1,384
40560	11-000-216-8__	Other Objects	0	1,000	1,000	792	0	208
41000	11-000-217-1__	Salaries	386,626	0	386,626	131,920	254,706	0
41020	11-000-217-320	Purchased Professional – Educational Ser	105,000	30,010	135,010	60,420	71,215	3,375
41500	11-000-218-104	Salaries of Other Professional Staff	403,035	95,495	498,530	198,324	300,206	0
41600	11-000-218-[4-5]	Other Purchased Services (400-500 series	500	(273)	227	0	0	227
41620	11-000-218-6__	Supplies and Materials	500	75	575	0	363	212
41640	11-000-218-8__	Other Objects	500	198	698	0	0	698
42000	11-000-219-104	Salaries of Other Professional Staff	708,466	0	708,466	286,460	422,006	0
42020	11-000-219-105	Salaries of Secretarial and Clerical Ass	104,679	0	104,679	53,763	50,916	0
42100	11-000-219-[4-5]	Other Purchased Services (400-500 series	500	0	500	137	0	363
42160	11-000-219-6__	Supplies and Materials	2,000	2,351	4,351	2,064	1,987	301
42180	11-000-219-8__	Other Objects	2,000	(500)	1,500	820	149	531
43020	11-000-221-104	Salaries of Other Professional Staff	130,712	0	130,712	65,304	65,408	0
43160	11-000-221-6__	Supplies and Materials	3,000	0	3,000	189	29	2,782

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 10 General Funds

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
43180	11-000-221-8__	Other Objects	2,500	0	2,500	995	200	1,305
43500	11-000-222-1__	Salaries	333,516	0	333,516	144,918	188,598	0
43560	11-000-222-[4-5]	Other Purchased Services (400-500 series	6,000	0	6,000	0	0	6,000
43580	11-000-222-6__	Supplies and Materials	14,000	(100)	13,900	510	0	13,390
43600	11-000-222-8__	Other Objects	700	100	800	0	188	612
44120	11-000-223-[4-5]	Other Purch. Services (400-500 series)	8,000	(610)	7,390	600	0	6,790
44160	11-000-223-8__	Other Objects	0	610	610	235	375	0
45000	11-000-230-1__	Salaries	279,211	0	279,211	127,168	152,043	0
45040	11-000-230-331	Legal Services	75,000	0	75,000	18,560	56,440	0
45060	11-000-230-332	Audit Fees	30,000	0	30,000	25,000	5,000	0
45120	11-000-230-340	Purchased Technical Services	19,050	8,515	27,565	8,515	0	19,050
45140	11-000-230-530	Communications/Telephone	61,242	0	61,242	(7,679)	67,923	998
45160	11-000-230-585	BOE Other Purchased Services	2,500	695	3,195	3,194	0	1
45180	11-000-230-590	Misc Purch Services (400-500 series, O/T	65,000	(39)	64,961	47,914	0	17,047
45200	11-000-230-610	General Supplies	7,000	(656)	6,344	3,059	216	3,068
45260	11-000-230-890	Miscellaneous Expenditures	18,849	0	18,849	11,916	454	6,479
45280	11-000-230-895	BOE Membership Dues and Fees	13,250	0	13,250	11,987	0	1,263
46000	11-000-240-103	Salaries of Principals/Assistant Princip	745,411	0	745,411	374,455	370,956	0
46020	11-000-240-104	Salaries of Other Professional Staff	126,548	0	126,548	63,372	63,176	0
46040	11-000-240-105	Salaries of Secretarial and Clerical Ass	214,240	60,612	274,852	128,476	146,376	0
46120	11-000-240-6__	Supplies and Materials	38,000	3,037	41,037	29,976	2,672	8,389
46140	11-000-240-8__	Other Objects	20,000	(3,037)	16,963	6,635	0	10,328
47000	11-000-251-1__	Salaries	357,196	(19,500)	337,696	157,555	180,141	0
47040	11-000-251-340	Purchased Technical Services	14,804	(3,399)	11,405	5,875	5,530	0
47060	11-000-251-592	Misc. Purch. Services (400-500 Series, O	0	568	568	430	0	138
47100	11-000-251-6__	Supplies and Materials	10,000	5,500	15,500	11,157	2,930	1,414
47120	11-000-251-831	Interest on Current Loans	0	31,386	31,386	31,386	0	0
47180	11-000-251-890	Other Objects	4,500	(2,169)	2,331	2,075	0	256
47500	11-000-252-1__	Salaries	95,193	(10,000)	85,193	20,643	39,311	25,239
47540	11-000-252-340	Purchased Technical Services	4,000	0	4,000	0	0	4,000
47560	11-000-252-[4-5]	Other Purchased Services (400-500 series	34,250	0	34,250	30,251	1,297	2,702
47580	11-000-252-6__	Supplies and Materials	34,250	10,000	44,250	27,330	6,654	10,266
47600	11-000-252-8__	Other Objects	500	0	500	0	0	500
48500	11-000-261-1__	Salaries	101,903	0	101,903	50,975	50,928	0
48520	11-000-261-420	Cleaning, Repair, and Maintenance Servic	250,000	87,182	337,182	216,729	114,592	5,860
48540	11-000-261-610	General Supplies	15,000	0	15,000	7,521	568	6,911
48560	11-000-261-8__	Other Objects	500	0	500	0	0	500
49000	11-000-262-1__	Salaries	1,008,702	0	1,008,702	446,318	562,384	0
49060	11-000-262-420	Cleaning, Repair, and Maintenance Svc.	90,761	602,710	693,471	174,512	209,089	309,869
49120	11-000-262-490	Other Purchased Property Services	33,000	0	33,000	15,088	17,912	0
49140	11-000-262-520	Insurance	131,572	8,480	140,052	140,052	0	0

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 10 General Funds

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
49160	11-000-262-590	Miscellaneous Purchased Services	100,728	2,020	102,748	46,478	56,254	16
49180	11-000-262-610	General Supplies	150,000	180	150,180	97,290	11,157	41,734
49200	11-000-262-621	Energy (Natural Gas)	128,500	10,000	138,500	11,312	117,187	10,001
49220	11-000-262-622	Energy (Electricity)	264,200	(11,500)	252,700	64,350	187,850	500
49280	11-000-262-8__	Other Objects	15,104	2,400	17,504	14,903	2,335	266
50040	11-000-263-420	Cleaning, Repair, and Maintenance Svc.	45,700	83,835	129,535	114,733	6,351	8,450
50060	11-000-263-610	General Supplies	1,000	(950)	50	47	0	3
50080	11-000-263-8__	Other Objects	250	(250)	0	0	0	0
51000	11-000-266-1__	Salaries	77,672	0	77,672	33,465	44,207	0
51020	11-000-266-3__	Purchased Professional and Technical Ser	63,000	45,350	108,350	42,629	65,720	0
51040	11-000-266-420	Cleaning, Repair, and Maintenance Svc.	40,482	28,665	69,147	27,023	41,580	544
51060	11-000-266-610	General Supplies	1,000	15,382	16,382	14,957	1,345	81
51080	11-000-266-8__	Other Objects	250	(250)	0	0	0	0
52020	11-000-270-160	Sal. For Pupil Trans (Bet Home & Sch) –	32,025	0	32,025	14,329	17,696	0
52060	11-000-270-162	Sal. For Pupil Trans (Other than Bet. Ho	30,211	0	30,211	793	29,418	0
52140	11-000-270-420	Cleaning, Repair, & Maint. Services	14,000	0	14,000	5,945	1,863	6,193
52220	11-000-270-504	Contract Serv–Aid in Lieu Pymts–Charter	2,652	0	2,652	0	0	2,652
52280	11-000-270-512	Contr Serv (Oth. Than Bet Home & Sch) -	70,000	0	70,000	17,742	0	52,258
52300	11-000-270-513	Contr Serv (Bet. Home & Sch) – Joint Agr	55,000	0	55,000	15,653	23,891	15,456
52340	11-000-270-515	Contract Serv. (Sp Ed Stds) – Joint Agre	600,000	0	600,000	243,614	329,890	26,496
52440	11-000-270-615	Transportation Supplies	10,000	0	10,000	3,171	4,829	2,000
52460	11-000-270-8__	Other objects	1,000	0	1,000	85	0	915
71020	11-000-291-220	Social Security Contributions	347,285	0	347,285	161,565	185,720	0
71060	11-000-291-241	Other Retirement Contributions - PERS	287,257	32,000	319,257	17,649	301,602	6
71140	11-000-291-250	Unemployment Compensation	30,000	(12,386)	17,614	0	0	17,614
71160	11-000-291-260	Workmen's Compensation	150,000	(30,942)	119,058	108,217	0	10,841
71180	11-000-291-270	Health Benefits	4,772,528	(47,500)	4,725,028	2,209,678	2,389,931	125,418
71200	11-000-291-280	Tuition Reimbursement	50,000	(1,327)	48,673	41,178	0	7,495
71220	11-000-291-290	Other Employee Benefits	1,000	47,769	48,769	48,271	0	498
73080	12-140-100-73__	Grades 9-12	0	24,707	24,707	24,707	0	0
75720	12-000-262-73__	Undist. Expend. – Custodial Services	0	31,000	31,000	4,202	26,591	208
75800	12-000-270-733	School Buses - Regular	20,466	1	20,467	20,466	0	1
75860	12-___-__00-73__	Special Schools (All Programs)	0	16,773	16,773	13,751	0	3,022
76080	12-000-400-450	Construction Services	60,000	61,735	121,735	61,735	60,000	0
76200	12-000-400-800	Other Objects	6,858	0	6,858	0	0	6,858
Total			31,954,356	1,404,805	33,359,161	14,130,700	17,479,600	1,748,861



Starting date 7/1/2018 Ending date 12/31/2018 Fund: 20 Special Revenue Fund

---

Assets and Resources

Assets:

101	Cash in bank		(\$79,792.25)
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	\$956,784.00	
302	Less revenues	(\$162,058.00)	\$794,726.00

Total assets and resources

\$714,933.75

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 20 Special Revenue Fund

Liabilities and Fund Equity

**Liabilities:**

101	Cash in bank			(\$79,792.25)
411	Intergovernmental accounts payable - state			\$84,344.64
421	Accounts payable			\$0.00
431	Contracts payable			\$0.00
451	Loans payable			\$0.00
481	Deferred revenues			\$575.91
	Other current liabilities			\$6,869.96
	<b>Total liabilities</b>			<b>\$91,790.51</b>

**Fund Balance:**

**Appropriated:**

753,754	Reserve for encumbrances			\$321,538.44
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	
766	Reserve for Cur. Exp. Emergencies - July	\$0.00		
607	Add: Increase in cur. exp. emer. reserve	\$0.00		
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00	
762	Adult education programs			\$0.00
750-752,76x	Other reserves			\$0.00
601	Appropriations	\$956,784.00		
602	Less: Expenditures	(\$333,640.76)		
	Less: Encumbrances	(\$321,538.44)	(\$655,179.20)	\$301,604.80
	<b>Total appropriated</b>			<b>\$623,143.24</b>

**Unappropriated:**

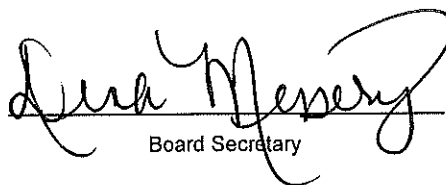
770	Fund balance, July 1			\$0.00
771	Designated fund balance			\$0.00
303	Budgeted fund balance			\$0.00
	<b>Total fund balance</b>			<b>\$623,143.24</b>
	<b>Total liabilities and fund equity</b>			<b><u>\$714,933.75</u></b>

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 20 Special Revenue Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$956,784.00	\$655,179.20	\$301,604.80
Revenues	(\$956,784.00)	(\$162,058.00)	(\$794,726.00)
Subtotal	<u>\$0.00</u>	<u>\$493,121.20</u>	<u>(\$493,121.20)</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>\$493,121.20</u>	<u>(\$493,121.20)</u>
Change in maintenance 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>\$493,121.20</u>	<u>(\$493,121.20)</u>
Change in emergency 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>\$493,121.20</u>	<u>(\$493,121.20)</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$0.00</u>	<u>\$493,121.20</u>	<u>(\$493,121.20)</u>

Prepared and submitted by :

  
Board Secretary

Date

1/29/19

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 20 Special Revenue Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00770	Total Revenues from State Sources	295,600	(1,034)	294,566	162,058	Under	132,508
00830	Total Revenues from Federal Sources	643,800	18,418	662,218	0	Under	662,218
Total		939,400	17,384	956,784	162,058		794,726
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		39,200	36,553	75,753	22,023	20,173	33,557
88000	Nonpublic Textbooks	16,300	(66)	16,234	11,729	3,302	1,203
88020	Nonpublic Auxiliary Services	110,100	0	110,100	18,118	0	91,982
88040	Nonpublic Handicapped Services	89,500	0	89,500	29,939	0	59,561
88060	Nonpublic Nursing Services	29,500	(12)	29,488	11,795	17,693	0
88080	Nonpublic Technology Initiative	11,000	(56)	10,944	0	10,216	728
88740	Total Federal Projects	643,800	(19,035)	624,765	240,037	270,155	114,573
Total		939,400	17,384	956,784	333,641	321,538	301,605

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 20 Special Revenue Fund

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00765 20-32__ Other Restricted Entitlements	295,600	(1,034)	294,566	162,058	Under	132,508
00775 20-441[1-6] Title I	148,000	2,160	150,160	0	Under	150,160
00780 20-445[1-5] Title II	34,000	386	34,386	0	Under	34,386
00785 20-449[1-4] Title III	14,800	(397)	14,403	0	Under	14,403
00790 20-447[1-4] Title IV	10,000	0	10,000	0	Under	10,000
00805 20-442[0-9] I.D.E.A. Part B (Handicapped)	437,000	16,269	453,269	0	Under	453,269
Total	939,400	17,384	956,784	162,058		794,726

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	39,200	36,553	75,753	22,023	20,173	33,557
88000 20-__-__-__ Nonpublic Textbooks	16,300	(66)	16,234	11,729	3,302	1,203
88020 20-__-__-__ Nonpublic Auxiliary Services	110,100	0	110,100	18,118	0	91,982
88040 20-__-__-__ Nonpublic Handicapped Services	89,500	0	89,500	29,939	0	59,561
88060 20-__-__-__ Nonpublic Nursing Services	29,500	(12)	29,488	11,795	17,693	0
88080 20-__-__-__ Nonpublic Technology Initiative	11,000	(56)	10,944	0	10,216	728
88500 20-__-__-__ Title I	148,000	2,160	150,160	39,077	71,753	39,330
88520 20-__-__-__ Title II	34,000	386	34,386	7,291	20,956	6,139
88540 20-__-__-__ Title III	14,800	(397)	14,403	1,174	9,697	3,532
88560 20-__-__-__ Title IV	10,000	0	10,000	0	2,190	7,810
88620 20-__-__-__ I.D.E.A. Part B (Handicapped)	437,000	(21,184)	415,816	192,495	165,559	57,762
Total	939,400	17,384	956,784	333,641	321,538	301,605

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 30 Capital Projects Fund

---

Assets and Resources

Assets:

101	Cash in bank		\$473,453.78
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	(\$52,384.61)	(\$52,384.61)

**Total assets and resources**

**\$421,069.17**

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 30 Capital Projects Fund

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		\$1.86
	<b>Total liabilities</b>		<b>\$1.86</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$429,904.77
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
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$493,728.80	
602	Less: Expenditures	(\$3,378.05)	
	Less: Encumbrances	(\$429,904.77)	(\$433,282.82)
	Total appropriated		\$60,445.98
			\$490,350.75

Unappropriated:

770	Fund balance, July 1	\$42,540.59	
771	Designated fund balance	\$0.00	
303	Budgeted fund balance	(\$111,824.03)	
	Total fund balance		\$421,067.31
	<b>Total liabilities and fund equity</b>		<b>\$421,069.17</b>

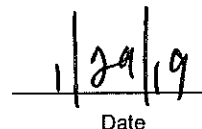
Starting date 7/1/2018 Ending date 12/31/2018 Fund: 30 Capital Projects Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$493,728.80	\$433,282.82	\$60,445.98
Revenues	\$0.00	(\$52,384.61)	\$52,384.61
Subtotal	<u>\$493,728.80</u>	<u>\$380,898.21</u>	<u>\$112,830.59</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>\$493,728.80</u>	<u>\$380,898.21</u>	<u>\$112,830.59</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$493,728.80</u>	<u>\$380,898.21</u>	<u>\$112,830.59</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$493,728.80</u>	<u>\$380,898.21</u>	<u>\$112,830.59</u>
Less: Adjustment for prior year	(\$381,904.77)	(\$381,904.77)	\$0.00
Budgeted fund balance	<u>\$111,824.03</u>	<u>(\$1,006.56)</u>	<u>\$112,830.59</u>

Prepared and submitted by :

  
Board Secretary

  
Date



Starting date 7/1/2018 Ending date 12/31/2018 Fund: 30 Capital Projects Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		0	0	0	52,385		(52,385)
Total		0	0	0	52,385		(52,385)
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	493,729	493,729	3,378	429,905	60,446
Total		0	493,729	493,729	3,378	429,905	60,446

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 30 Capital Projects Fund

Revenues:	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
99999	0	0	0	52,385		(52,385)
Total	0	0	0	52,385		(52,385)

Expenditures:	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	0	493,729	493,729	3,378	429,905	60,446
Total	0	493,729	493,729	3,378	429,905	60,446

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 40 Debt Service Fund

---

Assets and Resources

Assets:

101	Cash in bank		(\$604,800.86)
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		\$727,048.00

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	\$915,775.00	
302	Less revenues	(\$903,333.00)	\$12,442.00

**Total assets and resources**

**\$134,689.14**

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 40 Debt Service Fund

Liabilities and Fund Equity

Liabilities:

101	Cash in bank			(\$604,800.86)
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
	<b>Total liabilities</b>			<b>\$0.00</b>

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	
766	Reserve for Cur. Exp. Emergencies - July	\$0.00		
607	Add: Increase in cur. exp. emer. reserve	\$0.00		
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00	
762	Adult education programs			\$0.00
750-752,76x	Other reserves			\$0.00
601	Appropriations	\$966,850.00		
602	Less: Expenditures	(\$781,087.50)		
	Less: Encumbrances	\$0.00	(\$781,087.50)	\$185,762.50
	<b>Total appropriated</b>			<b>\$185,762.50</b>

Unappropriated:

770	Fund balance, July 1			\$1.64
771	Designated fund balance			\$0.00
303	Budgeted fund balance		(\$51,075.00)	
	<b>Total fund balance</b>			<b>\$134,689.14</b>
	<b>Total liabilities and fund equity</b>			<b><u>\$134,689.14</u></b>

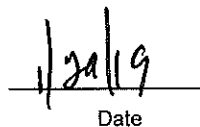
Starting date 7/1/2018 Ending date 12/31/2018 Fund: 40 Debt Service Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$966,850.00	\$781,087.50	\$185,762.50
Revenues	(\$915,775.00)	(\$903,333.00)	(\$12,442.00)
Subtotal	<u>\$51,075.00</u>	<u>(\$122,245.50)</u>	<u>\$173,320.50</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>\$51,075.00</u>	<u>(\$122,245.50)</u>	<u>\$173,320.50</u>
Change in maintenance reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$51,075.00</u>	<u>(\$122,245.50)</u>	<u>\$173,320.50</u>
Change in emergency reserve account:			
Plus - Increase in reserve	\$0.00	\$0.00	\$0.00
Less - Withdrawal from reserve	\$0.00	\$0.00	\$0.00
Subtotal	<u>\$51,075.00</u>	<u>(\$122,245.50)</u>	<u>\$173,320.50</u>
Less: Adjustment for prior year	\$0.00	\$0.00	\$0.00
Budgeted fund balance	<u>\$51,075.00</u>	<u>(\$122,245.50)</u>	<u>\$173,320.50</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 40 Debt Service Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00885	Total Revenues from Local Sources	727,048	0	727,048	727,048		0
0093A	Other	188,727	0	188,727	176,285	Under	12,442
Total		915,775	0	915,775	903,333		12,442
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89660	Total Regular Debt Service	966,850	0	966,850	781,088	0	185,763
Total		966,850	0	966,850	781,088	0	185,763

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 40 Debt Service Fund

Revenues:			Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
00860	40-1210	Local Tax Levy	727,048	0	727,048	727,048		0
00890	40-3160	Debt Service Aid Type II	188,727	0	188,727	176,285	Under	12,442
Total			915,775	0	915,775	903,333		12,442

Expenditures:			Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
89600	40-701-510-834	Interest on Bonds	256,850	0	256,850	71,088	0	185,763
89620	40-701-510-910	Redemption of Principal	710,000	0	710,000	710,000	0	0
Total			966,850	0	966,850	781,088	0	185,763

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 60 Enterprise Fund

---

Assets and Resources

**Assets:**

101	Cash in bank		\$697,162.28
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	\$1,012,286.00	
302	Less revenues	(\$408,755.34)	\$603,530.66

**Total assets and resources**

**\$1,300,692.94**



Report of the Secretary to the Board of Education  
Hasbrouck Heights Board of Ed.

Page 25 of 33  
01/29/19 14:19

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 60 Enterprise Fund

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		\$56,814.00
	Other current liabilities		\$0.00
	<b>Total liabilities</b>		<b>\$56,814.00</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$491,411.42
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
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$1,012,286.00	
602	Less: Expenditures	(\$400,592.42)	
	Less: Encumbrances	(\$491,411.42)	(\$892,003.84)
	<b>Total appropriated</b>		<b>\$611,693.58</b>

Unappropriated:

770	Fund balance, July 1		\$580,926.36
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$51,259.00
	<b>Total fund balance</b>		<b>\$1,243,878.94</b>
	<b>Total liabilities and fund equity</b>		<b><u>\$1,300,692.94</u></b>

Report of the Secretary to the Board of Education  
Hasbrouck Heights Board of Ed.

Page 26 of 33  
01/29/19 14:19

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 60 Enterprise Fund

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$1,012,286.00	\$892,003.84	\$120,282.16
Revenues	(\$1,012,286.00)	(\$408,755.34)	(\$603,530.66)
Subtotal	<u>\$0.00</u>	<u>\$483,248.50</u>	<u>(\$483,248.50)</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>\$483,248.50</u>	<u>(\$483,248.50)</u>
Change in maintenance 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>\$483,248.50</u>	<u>(\$483,248.50)</u>
Change in emergency 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>\$483,248.50</u>	<u>(\$483,248.50)</u>
Less: Adjustment for prior year	(\$51,259.00)	(\$51,259.00)	\$0.00
Budgeted fund balance	<u>(\$51,259.00)</u>	<u>\$431,989.50</u>	<u>(\$483,248.50)</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 60 Enterprise Fund

Revenues:		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
(Total of Accounts W/O a Grid# Assigned)		0	1,012,286	1,012,286	408,755	Under	603,531
Total		0	1,012,286	1,012,286	408,755		603,531
Expenditures:		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
(Total of Accounts W/O a Grid# Assigned)		0	1,012,286	1,012,286	400,592	491,411	120,282
Total		0	1,012,286	1,012,286	400,592	491,411	120,282

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 60 Enterprise Fund

		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
<b>Revenues:</b>							
99999		0	1,012,286	1,012,286	408,755	Under	603,531
	<b>Total</b>	0	1,012,286	1,012,286	408,755		603,531
		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
<b>Expenditures:</b>							
		0	0	0	15,502	23,898	(39,400)
99999		0	1,012,286	1,012,286	385,091	467,513	159,682
	<b>Total</b>	0	1,012,286	1,012,286	400,592	491,411	120,282

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 95 STUDENT ACTIVITY

---

Assets and Resources

Assets:

101	Cash in bank		\$129,549.50
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		\$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	\$172,259.33	
302	Less revenues	(\$97,371.55)	\$74,887.78

Total assets and resources

\$204,437.28

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 95 STUDENT ACTIVITY

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
	<b>Total liabilities</b>		<b>\$0.00</b>

Fund Balance:

Appropriated:

753,754	Reserve for encumbrances		\$18,500.13
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
766	Reserve for Cur. Exp. Emergencies - July	\$0.00	
607	Add: Increase in cur. exp. emer. reserve	\$0.00	
312	Less: Bud. w/d from cur. exp. emer. reserve	\$0.00	\$0.00
762	Adult education programs		\$0.00
750-752,76x	Other reserves		\$0.00
601	Appropriations	\$172,259.33	
602	Less: Expenditures	(\$55,028.13)	
	Less: Encumbrances	(\$18,500.13)	(\$73,528.26)
	<b>Total appropriated</b>		<b>\$117,231.20</b>

Unappropriated:

770	Fund balance, July 1		\$87,091.08
771	Designated fund balance		\$0.00
303	Budgeted fund balance		\$115.00
	<b>Total fund balance</b>		<b>\$204,437.28</b>
	<b>Total liabilities and fund equity</b>		<b><u>\$204,437.28</u></b>

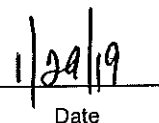
Starting date 7/1/2018 Ending date 12/31/2018 Fund: 95 STUDENT ACTIVITY

Recapitulation of Budgeted Fund Balance:

	<u>Budgeted</u>	<u>Actual</u>	<u>Variance</u>
Appropriations	\$172,259.33	\$73,528.26	\$98,731.07
Revenues	(\$172,259.33)	(\$97,371.55)	(\$74,887.78)
Subtotal	<u>\$0.00</u>	<u>(\$23,843.29)</u>	<u>\$23,843.29</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>(\$23,843.29)</u>	<u>\$23,843.29</u>
Change in maintenance 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>(\$23,843.29)</u>	<u>\$23,843.29</u>
Change in emergency 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>(\$23,843.29)</u>	<u>\$23,843.29</u>
Less: Adjustment for prior year	(\$115.00)	(\$115.00)	\$0.00
Budgeted fund balance	<u>(\$115.00)</u>	<u>(\$23,958.29)</u>	<u>\$23,843.29</u>

Prepared and submitted by :

  
Board Secretary

  
Date

Report of the Secretary to the Board of Education  
 Hasbrouck Heights Board of Ed.

Page 32 of 33  
 01/29/19 14:19

Starting date 7/1/2018 Ending date 12/31/2018 Fund: 95 STUDENT ACTIVITY

		Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
<b>Revenues:</b>							
	(Total of Accounts W/O a Grid# Assigned)	75,992	96,268	172,259	97,372	Under	74,888
Total		75,992	96,268	172,259	97,372		74,888
		Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
<b>Expenditures:</b>							
	(Total of Accounts W/O a Grid# Assigned)	75,992	96,268	172,259	55,028	18,500	98,731
Total		75,992	96,268	172,259	55,028	18,500	98,731



Starting date 7/1/2018 Ending date 12/31/2018 Fund: 95 STUDENT ACTIVITY

Revenues:

	Org Budget	Transfers	Budget Est	Actual	Over/Under	Unrealized
	75,992	96,268	172,259	97,372	Under	74,888
Total	75,992	96,268	172,259	97,372		74,888

Expenditures:


	Org Budget	Transfers	Adj Budget	Expended	Encumber	Available
	75,992	96,268	172,259	55,028	18,500	98,731
Total	75,992	96,268	172,259	55,028	18,500	98,731

# HASBROUCK HEIGHTS BOARD OF EDUCATION CASH REPORT

November 30, 2018

	Cash Balance 11/1/2018	Cash Receipts November-18	Cash Disbursements November-18	Cash Balance 11/30/2018
General Fund - 10	5,751,001.59	2,754,374.67	(2,927,448.01)	5,577,928.25
Special Revenue Fund - 20	(10,735.08)	95,142.00	(96,297.53)	(11,890.61)
Capital Projects Fund - 30	471,887.39	767.43	0.00	472,654.82
Debt Service Fund - 40	(604,800.86)	0.00	0.00	(604,800.86)
Enterprise Fund - 60	690,923.33	101,111.64	(99,839.35)	692,195.62
<b>Total</b>	<b>6,298,276.37</b>	<b>2,951,395.74</b>	<b>(3,123,584.89)</b>	<b>6,126,087.22</b>
Payroll Account	446.00	1,056,853.92	(1,056,853.92)	446.00
Payroll Agency Account	2,165.76	860,515.99	(861,137.69)	1,544.06
Unemployment Account	120,990.08	175.23	(27,522.53)	93,642.78
Summer Escrow Account	70,593.51	35,953.16	(80.93)	106,465.74
Flexible Spending Account	339.79	115.66	0.00	455.45
<b>Grand Total</b>	<b>6,492,811.51</b>	<b>4,905,009.70</b>	<b>(5,069,179.96)</b>	<b>6,328,641.25</b>

1/29/19  
Date

  
Chief School Administrator

# HASBROUCK HEIGHTS BOARD OF EDUCATION CASH REPORT

December 31, 2018

	Cash Balance 12/1/2018	Cash Receipts December-18	Cash Disbursements December-18	Cash Balance 12/31/2018
General Fund - 10	5,577,928.25	2,980,596.29	(3,117,261.27)	5,441,263.27
Special Revenue Fund - 20	(11,890.61)	46,149.00	(114,050.64)	(79,792.25)
Capital Projects Fund - 30	472,654.82	798.96	0.00	473,453.78
Debt Service Fund - 40	(604,800.86)	0.00	0.00	(604,800.86)
Enterprise Fund - 60	692,195.62	85,066.90	(80,100.24)	697,162.28
<b>Total</b>	<b>6,126,087.22</b>	<b>3,112,611.15</b>	<b>(3,311,412.15)</b>	<b>5,927,286.22</b>
Payroll Account	446.00	1,108,956.50	(1,108,956.50)	446.00
Payroll Agency Account	1,544.06	887,539.83	(888,441.43)	642.46
Unemployment Account	93,642.78	168.96	(175.23)	93,636.51
Summer Escrow Account	106,465.74	36,706.35	(144.16)	143,027.93
Flexible Spending Account	455.45	115.94	0.00	571.39
<b>Grand Total</b>	<b>6,328,641.25</b>	<b>5,146,098.73</b>	<b>(5,309,129.47)</b>	<b>6,165,610.51</b>

1/29/19  
Date

  
Chief School Administrator

District:

Hasbrouck Heights Board of Ed.

## Monthly Transfer Report NJ

Page 1 of 2

01/29/19

Month / Year: Nov 30, 2018

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 - 6A: 23A-13.3(d)	Original Budget For 10% Calc	Maximum Transfer Amount	YTD Net Transfers to / (from)	% Change of Transfers YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	+ or - Data	Col5/Col3	Col4+Col5	Col4-Col5
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	11-1XX-100-XXX	9,592,526	166,721	9,759,247	975,925	51,015	0.52%	1,026,940	924,910
10300 11160	Total Special Education - Instruction, Total Basic Skills/Remedial - Instruct., Total Bilingual Education - Instruction, Total Undistributed Expend - Speech, OT., Total Undist. Expend. - Other Supp. Serv	11-2XX-100-XXX 11-000-216, 217	5,286,769	850	5,287,619	528,762	(1,851)	-0.04%	526,911	530,613
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 School-Sponsored Athletics - Instr, Total Before/After School Programs - Ins, Total Before/After School Programs, Total Summer School, Total Instructional/Alternative Education, Total Other Supplemental/At-Risk Program, Total Other Alternative Education Progra, Total Other Instructional Programs - Ins	11-4XX-X00-XXX	715,177	15,691	730,868	73,087	0	0.00%	73,087	73,087
27100	Total Community Services Programs/Operat	11-800-330-XXX	0	0	0	0	0	0.00%	0	0
29180	Total Undistributed Expenditures - Instr	11-000-100-XXX	2,546,265	0	2,546,265	254,627	0	0.00%	254,627	254,627
29680 30620	Total Undistributed Expenditures - Atten, Total Undistributed Expenditures - Health, Total Undist. Expend. - Guidance, Total Undist. Expend. - Child Study Team, Total Undist. Expend. - Edu. Media Serv	11-000-211, 213, 218, 219, 222	1,983,897	173	1,984,070	198,407	97,346	4.91%	295,753	101,061
43200 44180	Total Undist. Expend. - Improvement of I, Total Undist. Expend. - Instructional St	11-000-221, 223	144,212	0	144,212	14,421	0	0.00%	14,421	14,421
45300	Support Serv. - General Admin	11-000-230-XXX	571,102	8,515	579,617	57,962	0	0.00%	57,962	57,962
46160	Support Serv. - School Admin	11-000-240-XXX	1,144,199	0	1,144,199	114,420	60,612	5.30%	175,032	53,808
47200 47620	Total Undist. Expend. - Central Services, Total Undist. Expend. - Admin. Info. Tec	11-000-25X-XXX	554,693	0	554,693	55,469	0	0.00%	55,469	55,469
51120	Total Undist. Expend. - Oper. & Maint. O	11-000-26X-XXX	2,519,324	304,427	2,823,751	282,375	568,826	20.14%	851,201	(286,451)
52480	Total Undist. Expend. - Student Transpor	11-000-270-XXX	814,888	0	814,888	81,489	0	0.00%	81,489	81,489
71260	TOTAL PERSONNEL SERVICES -EMPLOYEE	11-XXX-XXX-2XX	5,638,070	0	5,638,070	563,807	0	0.00%	563,807	563,807
72020	Total Undistributed Expenditures - Food	11-000-310-XXX	0	0	0	0	0	0.00%	0	0
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		31,511,122	496,377	32,007,499	3,200,750	775,948	2.42%	3,976,698	2,424,802
75880	TOTAL EQUIPMENT	12-XXX-XXX-73X	20,466	41,480	61,946	6,195	31,001	50.04%	37,196	(24,806)

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 - 6A: 23A-13.3(d)		Original Budget For 10% Calc		Maximum Transfer Amount		YTD Net Transfers to / (from)		% Change of Transfers YTD		Remaining Allowable Balance From		Remaining Allowable Balance To	
			Data		Data		Col1+Col2		Col3 * .1		+ or - Data		Col5/Col3		Col4+Col5		Col4-Col5	
76260	Total Facilities Acquisition and Constr	12-000-4XX-XXX	66,858		60,000		126,858		12,686		1,735		1.37%		14,421		10,951	
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		87,324		101,480		188,804		18,880		32,736		17.34%		51,616		(13,856)	
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		31,598,446		597,857		32,196,303		3,219,630		808,684		2.51%		4,028,314		2,410,946	

District:

Hasbrouck Heights Board of Ed.

## Monthly Transfer Report NJ

Page 1 of 2

01/29/19

Month / Year: Dec 31, 2018

ATTACHMENT D

Line	Budget Category	Account	(col 1) Original Budget	(col 2) Revenues Allowed NJAC - 6A: 23A-13.3(d)	(col 3) Original Budget For 10% Calc	(col 4) Maximum Transfer Amount	(col 5) YTD Net Transfers to (from) 12/31/2018	(col 6) % Change of Transfers YTD	(col 7) Remaining Allowable Balance From	(col 8) Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	+ or - Data	Col5/Col3	Col4+Col5	Col4-Col5
03200	TOTAL REGULAR PROGRAMS - INSTRUCTION	11-1XX-100-XXX	9,592,526	166,721	9,759,247	975,925	51,015	0.52%	1,026,940	924,910
10300 11160	Total Special Education - Instruction, Total Basic	11-2XX-100-XXX	5,286,769	850	5,287,619	528,762	(1,851)	-0.04%	526,911	530,613
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	715,177	15,691	730,868	73,087	0	0.00%	73,087	73,087
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									
	Educational Progra, Total Other Instructional Programs - Ins									
27100	Total Community Services Programs/Operat	11-800-330-XXX	0	0	0	0	0	0.00%	0	0
29180	Total Undistributed Expenditures - Instr	11-000-100-XXX	2,546,265	0	2,546,265	254,627	0	0.00%	254,627	254,627
29680 30620	Total Undistributed Expenditures - Atten, Total Undistributed	11-000-211, 213,	1,983,897	173	1,984,070	198,407	97,346	4.91%	295,753	101,061
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.	11-000-221, 223	144,212	0	144,212	14,421	0	0.00%	14,421	14,421
	Expend. - Instructional St									
45300	Support Serv. - General Admin	11-000-230-XXX	571,102	8,515	579,617	57,962	0	0.00%	57,962	57,962
46160	Support Serv. - School Admin	11-000-240-XXX	1,144,199	0	1,144,199	114,420	60,612	5.30%	175,032	53,808
47200 47620	Total Undist. Expend. - Central Services, Total Undist.	11-000-25X-XXX	554,693	0	554,693	55,469	12,386	2.23%	67,855	43,083
	Expend. - Admin. Info. Tec									
51120	Total Undist. Expend. - Oper. & Maint. O	11-000-26X-XXX	2,519,324	304,427	2,823,751	282,375	568,826	20.14%	851,201	(286,451)
52480	Total Undist. Expend. - Student Transpor	11-000-270-XXX	814,888	0	814,888	81,489	0	0.00%	81,489	81,489
71260	TOTAL PERSONNEL SERVICES -EMPLOYEE	11-XXX-XXX-2XX	5,638,070	0	5,638,070	563,807	(12,386)	-0.22%	551,421	576,193
72020	Total Undistributed Expenditures - Food	11-000-310-XXX	0	0	0	0	0	0.00%	0	0
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		31,511,122	496,377	32,007,499	3,200,750	775,948	2.42%	3,976,698	2,424,802
75880	TOTAL EQUIPMENT	12-XXX-XXX-73X	20,466	41,480	61,946	6,195	31,001	50.04%	37,196	(24,806)

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 - 6A: 23A-13.3(d)	Original Budget For 10% Calc	Maximum Transfer Amount	YTD Net Transfers to / (from) 12/31/2018	% Change of Transfers YTD	Remaining Allowable Balance From	Remaining Allowable Balance To
			Data	Data	Col1+Col2	Col3 * .1	+ or - Data	Col5/Col3	Col4+Col5	Col4-Col5
76260	Total Facilities Acquisition and Constru	12-000-4XX-XXX	66,858	60,000	126,858	12,686	1,735	1.37%	14,421	10,951
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		87,324	101,480	188,804	18,880	32,736	17.34%	51,616	(13,856)
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		31,598,446	597,857	32,196,303	3,219,630	808,684	2.51%	4,028,314	2,410,946


  
School Business Administrator Signature


  
Date

Hasbrouck Heights Board of Education									
Transfers									
Nov-18									
Account Number	Account Description	From	To	Description					
11 000 100 565	Tuition to County Special Services	2,000							
11 000 100 566	Tuition to Private School Handicap		2,000	Tuition for out of district special education placements					
11 000 216 320	Purchased Prof Ed Services	1,000							
11 000 216 610	General Supplies		1,000	Supplies for students per IEP					
11 000 216 320	Purchased Prof Ed Services	10,000							
11 000 217 320	Purchased Prof Ed Services		10,000	One to one aide for out of district placement per IEP					
11 000 216 610	General Supplies	1,851							
11 000 219 610	General Supplies		1,851	Supplies for child study team					
11 000 218 580	Other Purchased Services	75							
11 000 218 610	General Supplies		75	Supplies for guidance department					
11 000 222 610 05	General Supplies	100							
11 000 222 890 05	Miscellaneous Expenditures		100	Travel reimbursement for Lincoln school librarian					
11 000 223 500 02	Other Purchased Services	250							
11 000 223 890 02	Other Objects		250	Professional development for high school staff					
11 000 223 500 05	Other Purchased Services	125							
11 000 223 890 05	Other Objects		125	Professional development for Lincoln staff					
11 000 230 590	Miscellaneous Purchased Services	39							
11 000 230 580	BOE Other Purchased Services		39	Staff travel reimbursement					
11 000 240 890 02	Miscellaneous Expenditure	1,200							
11 000 240 610 02	General Supplies		1,200	Office supplies for the high school					
11 000 262 420	Cleaning, Repairs and Maintenance Services	30,000							
11 000 261 420	Cleaning, Repairs and Maintenance Services		30,000	Required school maintenance					
11 000 262 420	Cleaning, Repairs and Maintenance Services	10,800							
11 000 263 420	Cleaning, Repairs and Maintenance Services		10,800	Repairs and maintenance for school grounds					
11 000 262 420	Cleaning, Repairs and Maintenance Services	50							
11 000 263 610	General Supplies		50	Supplies for school grounds					
11 000 262 420	Cleaning, Repairs and Maintenance Services	45,350							
11 000 266 330	Purchased Prof Services		45,350	Class III security officers contract					
11 000 262 622	Energy (Electricity)	10,000							
11 000 262 621	Energy (Natural Gas)		10,000	Utilities - natural gas					



Hasbrouck Heights Board of Education									
Transfers									
Nov-18									
Account Number	Account Description	From	To	Description					
11 000 262 622	Energy (Electricity)	1,500							
11 000 262 890	Miscellaneous Expenditure		1,500	License renewals and fees					
11 000 266 890	Other Objects	250							
11 000 266 420	Cleaning, Repairs and Maintenance Services		250	Repairs - security system					
11 190 100 320	Purchased Prof Ed Services	3,000							
11 190 100 340	Purchased Technical Services		3,000						
11 190 100 320	Purchased Prof Ed Services	40							
11 190 100 610 04	General Supplies		40	Teaching supplies for Euclid					
11 190 100 320	Purchased Prof Ed Services	6,000							
11 190 100 440	Other Purchased Services - Rentals	7,000							
11 190 100 640 05	Textbooks	5,000							
11 190 100 610 05	General Supplies		18,000	Teaching supplies for Lincoln					
11 190 100 440	Other Purchased Services - Rentals	500							
11 190 100 890 05	Other Objects		500	Petty cash reimbursements for Lincoln					
11 190 100 610 02	General Supplies	2,000							
11 190 100 890 02	Other Objects		2,000	Rental fee for the high school graduation					
11 190 100 640 03	Textbooks	1,000							
11 190 100 890 03	Other Objects		1,000	Rental fee for the middle school graduation					
12 000 400 780	Infrastructure	1,736							
12 000 400 450	Construction Services		1,736	Shared services agreement - repayment for Hitchcock field replacement					

Hasbrouck Heights Board of Education						
Transfers						
Dec-18						
				Account Number	Account Description	
11	000	218	580		Other Purchased Services	From 198
11	000	218	890		Other Objects	To 198 Workshop for guidance staff
11	000	219	890		Miscellaneous Expenditure	
11	000	219	610		General Supplies	300 Supplies for child study team
11	000	240	890 02		Miscellaneous Expenditure	
11	000	240	610 02		General Supplies	500 Office supplies for the high school
11	000	240	890 05		Miscellaneous Expenditure	
11	000	240	610 05		General Supplies	300 Office supplies for Lincoln school
11	000	251	100		Personal Services Salaries	
11	000	251	610		General Supplies	500 Office supplies for the business office
11	000	251	100		Personal Services Salaries	
11	000	291	250		Unemployment Compensation	
11	000	251	820		Judgements Against the School	31,386 IRS assessment
11	000	251	890		Miscellaneous Expenditure	
11	000	251	592		Miscellaneous Purchased Services	225 Staff travel reimbursement
11	000	252	100		Personal Services Salaries	
11	000	252	600		Supplies and Materials	10,000 Technology security subscription
11	000	263	420		Cleaning, Repairs and Maintenance Services	
11	000	266	420		Cleaning, Repairs and Maintenance Services	500 Repairs - security system
11	190	100	640 03		Textbooks	
11	190	100	610 03		General Supplies	2,000 Teaching supplies for the middle school



Hasbrouck Heights Board of Education  
Hasbrouck Heights, New  
Jersey

**Job Description:** ~~Human Resource Specialist~~ **Payroll Specialist**

**Qualifications:**

- High School Diploma; courses in bookkeeping, accounting and business mathematics
- Minimum of two years experience in financial record keeping, especially in payroll/personnel related area
- **Effective bookkeeping skills and demonstrated proficiency in data processing and use of automated office equipment and software packages**
- Experience with ~~human resources information system~~ **Computer Solutions Inc. (CSI)**
- **Good interpersonal and communication skills. High level of interpersonal skills required to interact with employees, leaders and others**
- Strong organizational skills
- ~~Current and proficient knowledge of all standard office procedures and equipment.~~
- Computer literate on current district computers
- Ability to function as part of a cohesive office team by assuming varied responsibilities
- ~~Ability to communicate clearly and effectively with the public and staff~~
- **Required criminal history check and proof of U.S. citizenship or resident alien status**
- **Current residency in New Jersey, approved residency waiver or candidate agrees to obtain residency within one year of employment**
- Such alternatives or additions to the above qualifications as the Board of Education may find appropriate and acceptable.

**Reports To:** Assistant to the School Business Administrator and School Business Administrator/Board Secretary

**Job Goal:** To assist in the administration of the district's payroll and personnel program, with a high degree of responsibility, discretion and confidentiality, using independent judgment, in addition to routine work necessary for the smooth and efficient administration of the payroll and personnel program.

**Responsibilities:** The activities of the Human Resource Specialist include but are not limited to:

- Reviews payroll transactions for accuracy and completeness, verifies against appropriate documentation, and forwards for processing; inputs payroll data into computer for tracking, manipulation, and reporting purposes; and compiles and prepares specialized payroll reports for department. Researches payroll records to assist in the identification and resolution of problems, errors, or inadequacies of payroll information
- Records employee information such as personal data and compensation. Updates employee information. Examines employee files to answer questions from authorized individuals. **May answer phones and perform other clerical functions.**
- Performs related functions such as:
  - a. Research and answer employee questions regarding pay policies
  - b. Prepare payroll actions and handle payroll errors

- c. Act as liaison for communication and problem solving
  - d. Human Resource notices W-4s and direct deposit requests)
  - e. Review salary changes, new hire information and status changes
  - f. **Audit and review various payroll data (timesheets, and payments)**
- Compiles and processes payroll information including data entry of timesheets, deductions, and related data. May also be responsible for calculation of over time, incentive pay, shift differential etc. Prepares deductions for authorized and mandatory deductions. Enters data on hires, terminations, and wage adjustments. Prepares and maintains periodic payroll reports to include earnings, tax, and deduction summaries. ~~Be~~ **Serves as** the primary contact for employee payroll related questions, inquiries, and concerns.
  - ~~Handles retirement paperwork.~~ **Processes retirement requirements online with the**
- Division of Pension**
- Maintains all employment records.
  - Maintains confidentiality relating to all district personnel information.
  - Maintains confidentiality of sensitive correspondence, records and information.
  - Handles all aspects of all new employee (including substitutes) paperwork in district, fingerprinting, certifications, criminal background checks, citizenship forms, W-4's, etc.
  - ~~Organizes job functions and work assignments to be able to effectively complete assignments within established time frames.~~
  - Other responsibilities and duties which are appropriate and necessary to the position as directed by the Superintendent and/or School Business Administrator/Board Secretary.

**Terms of Employment:** Twelve month position with compensation in accordance with the negotiated agreement with the Superintendent or with the Hasbrouck Heights Board of Education.

**Evaluation:** Performance of this position will be evaluated in accordance with the provisions of the Board's policy on evaluation of non-certificated personnel.

Approved: July 25, 2013  
 Revised: January 31, 2019

5530 SUBSTANCE ABUSE

The Board of Education recognizes that a pupil's abuse of harmful substances seriously impedes the pupil's education and threatens the welfare of the entire school community. The Board is committed to the prevention of substance abuse and the rehabilitation of substance abusers by educational means, but will take the necessary and appropriate steps to protect the school community from harm and from exposure to harmful substances. Accordingly, the Board will establish and maintain a comprehensive substance abuse intervention, prevention, and treatment referral program in the schools of this district.

Definitions: N.J.A.C. 18A: 40A – 9

N.J.A.C. 6A: 16 – 1.3; 6A: 16-4.1

For the purpose of this policy, the following definitions are used throughout this document and will have the stated meaning, unless otherwise specified:

“Evaluation” shall mean those procedures used to determine pupils need for an educational program or treatment which extends beyond the regular school program by virtue of alcohol or other drugs by the pupil or the pupil's family.

“Intervention and referral to treatment” shall mean those programs and services offered to help a pupil because of the use of alcohol or other drugs by the pupil or pupil's family.

“Substance abuse” shall mean the consumption or use of any substance as defined herein for purposes other than for the treatment of sickness or injury as prescribed or administered by a person duly authorized by law to treat sick and injured human beings.

“Substance” shall mean:

1. All dangerous controlled substances as so designated and prohibited in N.J.S.A. 2A:21-1 et seq.
2. All chemicals which release toxic vapors as defined and prohibited in N.J.S.A. 2A:170-25.9;
3. All beverages and food containing alcohol or other illegal drug;
4. Any prescription or patent drug, except those for which permission to use in school has been granted pursuant to Board policy;
5. Soft drugs meaning marijuana or alcohol;
6. Hard drugs meaning prescription drugs, pills, heroin, cocaine, steroids, etc.
7. Tobacco products, including vapor paraphernalia

“SAP” shall mean the Student Assistance Program in the Hasbrouck Heights Public School in which the Student Assistance Counselor follows.

“SAC” shall stand for the Student Assistance Counselor.

“CORE Team” shall mean a committee comprised of the Administrator, SAC, school nurse, guidance counselor and any other person deem necessary to help a student in need because of the use of alcohol or other drugs by the pupil or pupil’s family.

“School grounds” means and includes land, portions of land, structures, buildings, and vehicles, when used for the provision of academic or community provider and structures that support these buildings, such as central service facilities. School grounds also include other facilities as defined in N.J.A.C. 6A:26 – 1.2, playgrounds, and recreational places owned by local municipalities, private entities or other individuals during those times when the school district has exclusive use of a portion of such land.

Discipline: N.J.S.A. 18A: 40A-10; 18A 40A – 11  
N.J.A.C. 6A: 16 – 4.1 (c) 2.; 6A:16 -6.3 (a)

The Board prohibits the use, possession, and/or distribution of any substance paraphernalia on school premises, at any event on the school premises that is sponsored by this Board, and on any transportation vehicles provided by the board.

A pupil who uses, possesses, or distributes a substance, on or off school premises, or at school sponsored functions will be identified, evaluated, and reported in accordance with the law and will be subjected to discipline. Discipline will be graded to the severity of the offense, the nature of the problem and the pupil’s needs. Discipline may include suspension or expulsion. Discipline may also include suspension from extra curricular activities or performance of community service hours. For a pupil to be able to return to extra curricular activities, a negative drug test result and medical clearance from a doctor must be given to the SAC.

The Board may establish consequences for a pupil not following through on the recommendations of an evaluation for alcohol or other drug abuse and related behaviors. The Superintendent and/or designee will notify the appropriate law enforcement agency pursuant to N.J.A.C. 6A: 16 – 6.3 (a).

If the offense is using a tobacco product, a fine will be issued along with the discipline in accordance to New Jersey State Law and District Policy.

Instruction: N.J.S.A. 18A 40A-1 et seq  
N.J.A.C. 6A:16- 3.1

The Board shall provide a comprehensive program of prevention, intervention, referral for evaluation, referral for treatment, and continuity of care for pupil alcohol, tobacco, and other drug abuse.

Identification, Evaluation, and Intervention:

N.J.S.A. 18A: 40A-11 through 18A: 40A-17  
N.J.A.C. 6A: 16- 3.1, 6A 16-4.1; 6A: 16 -4.2; 6A:16-4.3

An educational staff member or other professional to whom it appears that a pupil may be under the influence of alcohol or other drugs on school grounds, including on a school bus or at school sponsored function shall report the matter in accordance with N.J.A.C. 6A:16 – 4.3 (a) 1.

An immediate medical examination at the expense of the **staff member**, parent (s) and/or guardian(s) shall be conducted and a written report of the medical evaluation shall be furnished to the parent (s) or legal guardian (s) of the pupil, the Building Principal, SAC, and the Superintendent in accordance with N.J.A.C. 6A:16 – 4.3 (a) 2-4.3 (a) 8. The administration also has the right to administer a passive breath alcohol sensor device on any student suspected of being under the influence of alcohol.

If the written report of the medical examination is provided within twenty-four hours of the referral of the pupil, the pupil shall be allowed to return to school until such time as a positive determination of alcohol or other drug use is received from the physician. If a written report is not submitted within twenty-four hours of the referral of the pupil, the pupil is deemed positive and will be subjected to discipline, as in accordance with the code of conduct. The pupil is also deemed positive in the event of a drug test refusal.

Removal of a pupil with a disability shall be in accordance with N.J.A.C. 6A:14.

While a pupil is at home because of medical evaluation or after the pupil returns to school, an appropriate certified school staff member (s) will conduct an alcohol and other drug assessment of the pupil and a reasonable investigation of the situation and may initiate referral alcohol or other drug abuse treatment in accordance with N.J.A.C. 6A:16 – 4.3 (a) 12, 4.3 (a) 13, and 4.3 (a) 14.

The Board may provide or require additional intervention and referral services for the pupil according to the requirements of N.J.S.A. 18A: 40A-10 and N.J.A.C. 6A: 16-8. In addition, the pupil will be added to the Random Alcohol and Drug Testing pool as per District Policy #5131.6.

Anabolic steroids: N.J.A.C. 6A:16 – 4.3

Whenever any teaching staff member, school nurse, or other educational personnel shall have reason to believe a pupil has used or may be using anabolic steroids, that person shall report the matter in accordance with N.J.A.C. 6A:16 – 4.3 (b) 1.

The Building Principal or designee upon receiving such report shall immediately notify the parent (s) or legal guardian (s) and the Superintendent and shall arrange for an examination of the pupil at the expense of the parent (s) or legal guardian (s) as soon as possible to determine whether the pupil has been using anabolic steroids in accordance with N.J.A.C. 6A:16 – 4.3(b) 2.

The Superintendent will disclose to law enforcement authorities the identity of the pupil pursuant to the requirements of N.J.A.C. 6A:16 – 4.3 (b) 3.

A written report of the examination shall be provided by the examining physician to the parent (s) or legal guardian (s), Building Principal, SAC, and Superintendent.

If it is determined the pupil has used anabolic steroids, an appropriately certified school staff member (s) shall interview the pupil and others to determine the extent and the possible need for referral for treatment in accordance with N.J.A.C. 6A:16 – 4.3 (b) 5.

Tobacco Products:                      Hasbrouck Heights Code 198-9 - 10

When a pupil is found using, possessing or distributing a tobacco product, **including drug paraphernalia** on school premises or at school sponsored functions, the pupil will be disciplined **according to the Hasbrouck Heights Code of Conduct.** ~~and given a summons from the Hasbrouck Height Police Department in accordance with Hasbrouck Heights Code 198-10.~~ Also, the pupil will consult with the SAC concerning tobacco cessation programs.

**Vapor paraphernalia found on school premises or at school sponsored functions will be tested for drugs at the expense of the parent(s) and/or guardian(s). If the parent or guardian cannot pay the cost in full, the cost will be paid over a six month period. Any vaping device or paraphernalia will be stored in a safe location, pending testing.**

In Service Training    N.J.S.A 18A:40A-15 (b)

The Board shall provide annual training sessions for all district personnel to encourage awareness, prevention, and early intervention of chemically dependency among students, either that experiencing the problem or those affected by a chemical problem with a family member, peer, or the school in general. The Board will provide time for the conduct of the program during the usual school schedule.

Parent Outreach:        N.J.S.A. 18A:40A-16; 18A:40A-17

N.J.A.C. 6A:16-4.1 (c) 7.

The Board will provide an outreach to parent/guardian(s) that includes information on the district's substance abuse curriculum offered at times and place convenient to the parents of the district on school premises or other facilities.

Records and Confidentiality: 408 of the Drug Abuse Prevention, Treatment, and

Rehabilitation Act, 42 U.S.C., and Implementing

Regulations, 42 CFR Part 2

N.J.S.A. 18a:40A-7.1

Notations concerning a pupil's involvement with substances may be entered on his/her records, subject to Federal and State law regarding confidentiality and limited access. All such notations shall be expunged when the pupil leaves school. Information regarding a pupil's involvement in a school intervention or treatment program shall be kept strictly confidential.



Assistance shall be available for students who experience difficulties with substance use, abuse, or related problems. If a student comes forward and seeks assistance, he/she shall be referred to the SAC who shall be available for counseling and referral.

The student's right to confidentiality shall be protected in accordance with the Federal Register on Confidentiality (42 CFR, part 2, 1987). It must be noted, that even under the strictest of confidentiality laws, a counselor is required to report a student whom they believe to; be suicidal, have been abused or abusing others, be under the influence of drugs, and/or be in need of emergency medical treatment.

Students who seek assistance shall maintain full educational benefits. Policy notification is unnecessary in such cases. Students waive their right to confidentiality or designate shared confidence by signing the Release of Information Authorization Form.

Parents/guardians may receive confidential voluntary consultation from professional staff for concerns about their child's possible substance abuse without informing the students of such a meeting. The information obtained by the staff member during this meeting shall remain confidential with the SAC/Core Team and shall not be used for disciplinary action against the students.

Children, who are identified as having parent/guardian or family members with active alcoholism, substance abuse or chemically dependency, or a history of such difficulties, shall receive support in the form of individual and/or group counseling, and/or a referral to community services. The following guidelines are provided for handling these matters: Students shall be apprised of the confidentiality regulations prior to disclosing information as outlined previously in this policy. Students who self-disclose family issues relating to substances will be provided services, however, staff members shall be alert to the potential for a referral to the Division of Youth and Family Services. The confidentiality regulations are automatically waived in cases where any form of child abuse exists. Parents/guardians who have been informed of detrimental affects resulting from a family member's chemical use and fail to take appropriate action will be referred to the Division of Youth and Family Services.

Drug-Free School Zones: N.J.A.C. 6:3 6.1 -6.6

The Board recognizes its responsibility to ensure continuing cooperation between school staff and law enforcement authorities in all matters relating to the use, possession, and distribution of controlled dangerous substances and drug paraphernalia on school property. The Board further recognizes its responsibility to cooperate with law enforcement authorities in planning and conducting law enforcement activities and operations on school property. The Board shall, therefore, establish a formal memorandum of agreement with the appropriate law enforcement authorities and set forth the following policies and procedures after consultation with the Bergen County Prosecutor and approval by the Bergen County Superintendent of Schools.

## Undercover Operations:

The Board hereby recognizes that the Superintendent may request that law enforcement authorities conduct an undercover operation in the school if he/she has reason to believe that drug use and/or drug trafficking is occurring in the school and that a less intrusive means of law enforcement intervention would be ineffective. The Board hereby authorizes the Superintendent to request such intervention under these circumstances. The Board recognizes that the Superintendent is not permitted to ask the Board's approval for his/her action and is not permitted to discuss any aspect of the undercover operation until authorized to do so by law enforcement authorities.

The Board recognizes that law enforcement authorities may contact the Superintendent to request that an undercover operation be established in a district school. The Board recognizes that the Superintendent is prohibited from discussing the request with the Board. The Board hereby authorizes the Superintendent to act upon any such request in the manner that he/she determines is in conformity with the law and the attorney general's executive directive 1988-1 and that is in the best interests of the students and the school district.

The Board directs the Superintendent and Building Principal to cooperate with law enforcement authorities in the planning and conduct of undercover school operations.

The Superintendent, Building Principal, or any other school staff or district board member who may have been informed about the undercover operation is required to immediately communicate information to the county prosecutor and/or the Hasbrouck Heights Police Department or designee(s) if the integrity of the undercover school operation has been compromised in any way.

At the completion of an undercover operation in a school, and with the consent of the appropriate law enforcement authority, the Superintendent shall report to the Board regarding the nature of the operation, the result of the operation, and any serious problems encountered during the operation.

## Summoning Law Enforcement Authorities onto School Property for the Purpose of Conducting Investigations, Searches, Seizures and Arrests:

Any school employee who has reason to believe a student(s) or a staff member(s) is using or distributing controlled dangerous substances or drug paraphernalia on school premises shall bring that information to the Building Principal who, in turn, shall report same to the Superintendent. The Superintendent shall immediately report that information to the appropriate law enforcement agency. If, after consultation with the law enforcement official, it is determined that further investigation is necessary, the Superintendent will cooperate with the law enforcement authorities in accordance with the law and administrative code. He/she will provide the officials with a room in an area away from the general student population in which to conduct their law enforcement duties. If law enforcement officials do not choose to investigate

the incident, the superintendent may continue the investigation to determine if any school rules have been broken and whether any school discipline is appropriate.

If an arrest is necessary and no exigent circumstances exist, the Superintendent and staff will cooperate with the law enforcement officials and provide them access to the office of a school administrator or some other area away from the general student population. Every effort shall be made to enable law enforcement personnel to carry out the arrest in a manner that is least disruptive to the educational environment. The Superintendent or the Building Principal shall immediately notify the student's parent/guardian whenever a pupil is arrested for violating any laws prohibiting the possession, use, sale, or distribution of any controlled substance or drug paraphernalia.

Whenever the Superintendent has summoned the police to a school building, the Superintendent shall report the reason the police were summoned and any pertinent information immediately to the Board President and to the Board at its next regular meeting. If confidentiality is required, a full disclosure of the report shall be made to the entire Board in executive session upon completion of the investigation.

#### Student Searches and Securing Physical Evidence:

The Building Principal or his/her designee may conduct a search of a student's person or belongings if the search is necessary to maintain discipline and order in the school, and the school official has a reasonable suspicion that the student is concealing contraband. All searches and seizures conducted by designated school staff shall comply with the standards prescribed by the United States Supreme Court in New Jersey v. T.L.O., U.S. 325 (1985), as set forth in Appendix C of the Attorney General's Statewide Action Plan for Narcotics Enforcement.

If, as a result of the search, a controlled dangerous substance or drug paraphernalia is found by any means on school property, the individual discovering the item or substance shall immediately notify the Building Principal; the Building Principal shall immediately notify the Superintendent who shall immediately in turn, notify the appropriate law enforcement agency. The Building Principal shall ensure that the controlled or dangerous substance and/or drug paraphernalia is labeled and secured in a locked cabinet or desk until law enforcement officials pick it up. The Building Principal shall provide law enforcement officers with all information necessary to establish a chain of custody. The Building Principal shall then contact the student's parent/guardian to inform them of the occurrence.

Whenever law enforcement officials have been called into the school, and a search of a student's person or belongings is necessary, or an interrogation is to be conducted, the Superintendent shall request that the law enforcement officials conduct the search, seizure, or interrogation.

## Police Presence at Extracurricular Activities:

The Superintendent is hereby authorized to contact the appropriate law enforcement agency and arrange for the presence of an officer(s) in the event of an emergency or when the Superintendent believes that uniformed police presence is necessary to deter illegal drug use or trafficking or to maintain order or crowd or traffic control at school function.

Policy Review and Accessibility: N.J.S.A. 18A:40A-10; 18A: 40A-11

N.J.A.C. 6A: 16 -4.2 (a) & (b)

The Board will annually review the effectiveness of Policy and Regulation 5131.6 on pupil alcohol and drug abuse. The Board shall solicit input from the community. This policy and its regulations shall be made available at the beginning of the school year, to all school employees, pupils, and parent(s) or legal guardian (s). It also will be listed on the school website: [www.HHSchools.org](http://www.HHSchools.org).

N.J.S.A. 18A: 40A-1 et seq.; 18A: 40A – 7.1 et seq.

N.J.A.C. 6A: 16 – 4.1 et seq.

Adopted: 20 November 2014

Revised: October 20, 2016

Revised: August 24, 2017

Revised (First Reading): December 13, 2018

Revised (Second Reading): January 2019

The regular and prompt attendance of teaching staff members is an essential element in the efficient operation of the school district and the effective conduct of the educational program. Staff member absenteeism disrupts the educational program, and the Board of Education considers attendance an important component of a staff member's job performance.

A teaching staff member who fails to give prompt notice of an absence, misuses sick leave, fails to verify an absence in accordance with Board policy, falsifies the reason for an absence, is absent without authorization, is repeatedly tardy, or accumulates an excessive number of absences, defined as days beyond the 15 allotted, with the exception of maternity, short or long term sick leave, as approved by the BOE, will be subject to appropriate progressive discipline. Appropriate progressive discipline includes a written reprimand or the withholding of a salary increment.

#### Tardy Progressive Discipline

4 Tardies = Verbal warning

5<sup>th</sup> Tardy = Memorandum of understanding

Another 5 Tardies (10 total) = Documented in evaluation (receive a 2 under professionalism)

Another 3 Tardies (13 total) = Withholding of increment or official written reprimand

Two consecutive years of 13 Tardies = Automatically results in withholding of increment

**If a staff member forgets to swipe in for attendance more than (3) three times, the fourth time will count as a tardy.**

In accordance with N.J.S.A. 18:30-1, sick leave is defined to mean the absence from work because of personal disability due to injury or illness or because the staff member has been excluded from school by the school medical authorities on account of a contagious disease or of being quarantined for such a disease in the staff member's immediate household. No teaching staff member will be discouraged from the prudent, necessary use of sick leave and any other leave provided for in the collective bargaining agreement negotiated with the member's majority representative, in an individual employment contract, or provided in the policies of the Board. In accordance with N.J.S.A. 18A:30-4, the Superintendent or Board of Education may require a physician's certificate to be filed with the Secretary of the Board in order to obtain sick leave. The definitions of repeatedly tardy and excessively absent described herein are subject to the discretion of the Superintendent.

The Superintendent, in consultation with administrative staff members, will review the rate of absence among the staff members. The review will include the collection and analysis of attendance data.

N.J.S.A. 18A:27-4; 18A:28-5; 18A:30-1 et seq.

Adopted: 20 November 2014

Revised: May 21, 2015

Revised: November 16, 2017

Revised: August 16, 2018

Revised: October 25, 2018

Revised (First Reading): January 31, 2019

## 2431.3 PRACTICE AND PRE-SEASON HEAT-ACCLIMATION FOR INTERSCHOLASTIC ATHLETICS

The Board of Education adopts this Policy as a measure to protect the safety, health and welfare of pupils participating in school-sponsored interscholastic athletic programs. The Board believes practice and pre-season heat-acclimation guidelines for student-athletes will minimize injury and enhance the student-athlete's health, performance, and well-being.

For the purposes of this Policy, "practice time," means the time a player engages in physical activity. Warm-up, stretching, conditioning, weight training, and "cool-down" periods shall be calculated in practice time.

For the purposes of this Policy "walk-through" means practice time where no protective equipment or strenuous activity is permitted and only balls and field markers (cones) may be used.

The first five days of the Board approved pre-season practice shall consist of no more than three hours of practice time. This three-hour practice time during the first five days may be divided into multiple sessions, but total practice time shall not exceed three hours. Full protective gear required for any athletic program may only be worn by student-athletes on the third day of practice and thereafter. Activities during the first two days of practice will be limited to those activities where full protective gear is not needed or required. Protective headgear may be worn on the first two days. Full equipment shall not be worn for any practice that is held before the NJSIAA official start of practice date.

A student-athlete shall not be permitted to participate in a scrimmage for any sport until he/she has completed six complete days of practice.

**During the heat-acclimation period,** An athletic team may not practice for more than six consecutive days and one twenty-four hour rest period must be included within a seven-day period. After the fifth day of practice, the maximum allotted time per day for practice shall not exceed five hours. The five-hour practice time may be divided into multiple sessions but total practice time in any day shall not exceed five hours. A five-hour practice day may not be followed by a practice day greater than three hours. Therefore, practice days may follow a 3-5-3-5 format. A minimum of a three-hour recovery period shall be provided after any session of greater than two hours in length and a three-hour recovery period should be provided before a walk-through.

The Superintendent of Schools may reduce the practice times in this Policy in the event the weather and/or temperature warrants such action. This Policy shall be approved by the school district's physician prior to Board of Education approval.

New Jersey State Interscholastic Athletic Association Pre-Season Heat-Acclimation Guidelines

Adopted: 20 November 2014

Revised (First Reading): January 31, 2019