

MOONACHIE BOARD OF EDUCATION
Office of the Business Administrator/Board Secretary

MINUTES FOR REGULAR MEETING

Robert L. Craig School

Cafeteria

June 8, 2021

Call to order by Board President

Meeting opened at 6:30 p.m.

Roll Call

Members Present: David Vaccaro
James Campbell
Charles Pallas
Matthew Vaccaro

Members Absent: Edmond Monti

Also Present: James Knipper, Acting Superintendent
Laurel Spadavecchia, Business Administrator/Board Secretary
Dana Genatt, Director of Curriculum and Instruction
Connor Kimmel, Board Attorney

Pledge of Allegiance

State of Compliance:

The New Jersey Open Public Meeting Law was enacted to ensure the rights for the public to have advance notice of, and to attend, the meetings of public bodies at which any business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the Business Administrator/Board Secretary has caused notice of this meeting to be sent, announcing time and place thereof, and, to the extent known, the agenda of this meeting to the following: Borough of Moonachie and Office of the Superintendent of Schools.

1.

Acceptance of Minutes of May 25, 2021, closed session and regular session, and Superintendent Report – Attachment 1.1

Motion: James Campbell

Seconded: Matthew Vaccaro

Action taken: 4 Ayes. 1 Absent. Motion Approved.

• Acceptance of Correspondence

1. Resolved to accept the New Jersey Department of Agriculture SFA to SFA Vended Meals Contract Final Approval letter – Attachment 1.2

Motion: Matthew Vaccaro

Seconded: Charles Pallas

Action taken: 4 Ayes. 1 Absent. Motion Approved.

• Superintendent's Report – Attachment 1.3

American Rescue Plan

Public Comments - None
 Motion: James Campbell
 Seconded: Matthew Vaccaro
 Action taken: 4 Ayes. 1 Absent. Motion Approved.

▪ **Students of the Month**

<u>May</u>	<u>Grade</u>
Brian Sulka	Pre-K3
Lucas Guerrero	Pre-K4
Jonathan Canseco	8
Hannah Choi	Valedictorian

▪ **Submission of HIB Cases – June 2021**

<u>Investigations</u>	<u>Confirmed Cases</u>
0	0

Public Comments - (Agenda Items Only)

In addition, please be aware that employees of this School District retain the right of privacy and shall retain all rights regarding defamation and slander according to the laws of New Jersey. The Board shall not be held liable for comments made by members of the public and, in order to protect the privacy rights of employees in the District, the Board shall not respond to statements made by the public of or about District employees.

2. Finance

Motion: Charles Pallas
 Seconded: James Campbell
 Action taken: 4 Ayes. 1 Absent. Motion Approved.

1. Resolved to approve the Bills and Claims against the Board of Education for equipment, materials and supplies furnished and delivered, and for work performed for June 2021 for a total of \$ \$138,902.78 –Attachment 2.1
2. Resolved to approve the Check Register for the month of May 2021 for \$309,547.89 - Attachment 2.2
3. Resolved to approve the Certification of Implementation of Corrective Action Plan certifying that all corrective actions listed on the district’s Corrective Action Plan for the fiscal year ending 2019-2020 have been fully implemented – Attachment 2.3
4. Resolved to approve the use of State Contracted vendors for the 2021-2022 school year.
5. Resolved to approve the list of anticipated contracts as pursuant to PL 2015, Chapter 47; the Moonachie Board of Education intends to renew, award, or permit to expire during the 2021-2022 school year the following contracts previously awarded by the board of education. These contracts are, have been, and will continue to be in full compliance with all state and federal statutes and regulations; in particular, New Jersey Title 18A:18. Et.

Seq. NJAC Chapter 6A:23A, and Federal Procurement Regulations 2CFR Part 200.317 et. Seq – Attachment 2.5

6. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for June 2021 that no budgetary line item account has encumbrances and expenditures, which in total exceed the amount appropriated by the Moonachie Board of Education.
7. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for June 2021 that no budgetary line item account has been over-expended and that sufficient funds are available to meet the Moonachie Board of Education's financial obligations for the remainder of the fiscal year.
8. Resolved to approve a vended meals agreement between the Moonachie Board of Education and the South Bergen Jointure Commission for the 2021-2022 school year at the following cost – Attachment 2.8
 - Breakfast with milk - \$2.26
 - Lunch with milk - \$3.40
9. Resolved to approve the Payroll Check Register for May 28, 2021 for \$101,613.25 – Attachment 2.9
10. Resolved to approve the renewal of Payschools Annual Agreement for the cafeteria workstation module, hosting, pin pad, and cash drawer key operations – Attachment 2.10
11. Resolved to approve the Robert L. Craig School 2021 Graduation Awards and approve Jordan Cano-Alzate as recipient of the Edward G. Terragni Memorial Scholarship Fund scholarship for 2021 in the amount of \$100.00, check #1029 Edward G. Terragni Memorial Scholarship Fund account – Attachment 2.11
12. Resolved to approve Nu-Way Concessionaires, Inc. as the summer meals vendor at \$1.99 per breakfast, 100 breakfasts per day and \$2.99 per lunch, 100 lunches per day for 29 days June 21 – July 31, 2021 – Attachment 2.12
13. Resolved to approve the Special Education Tuition Contracts between the Moonachie Board of Education and South Bergen Jointure Commission for the 2021-2022 school year and Extended Summer Program – Attachment 2.13
14. Resolved to approve the Contracted Services Agreement between the Moonachie Board of Education and South Bergen Jointure Commission for the 2021-2022 school year – Attachment 2.14
15. Resolved to approve the Contracted Services Agreement for Summer 2021 between the Moonachie Board of Education and South Bergen Jointure Commission – Attachment 2.15
16. Resolved to approve check #1157 to Carlstadt-East Rutherford Regional Board of Education in the amount of \$28,016.66 from the Milk & Lunch account for April 2021 meals.

17. Whereas, the Moonachie Board of Education is planning to carry out a re-roofing renovation over the Kindergarten and various other roofing renovations at the Robert L. Craig School located at 20 West Park Street, Moonachie, New Jersey 07074; and whereas, this project requires the preparation of schematic drawings, schematic submission and Long-Range Facility Plan Amendment to the State of New Jersey Department of Education for the purpose of review and approval as an "Other Capital Project" which is not seeking state funding and is financed through Capital Reserve, Resolved to approve that the Moonachie Board of Education does hereby authorize DMR Architects, 777 Terrace Avenue, Hasbrouck Heights, New Jersey 07604 to submit the necessary schematic drawings, schematic application, and Long Range Facility Plan Amendment for the above project to the New Jersey Department of Education, Bureau of Facility Planning for review and approval.
18. Resolved to approve the submission of the American Rescue Plan Act LEA Plan for Safe Return to In-Person Instruction and Continuity of Services Plan – Attachment 2.18
19. Resolved to approve the Three Years Software License Agreement for Visual Fund Accounting and Visual Personnel between the Moonachie Board of Education and Systems 3000, Inc. effective July 1, 2021 through June 30, 2024 – Attachment 2.19
20. Resolved to authorize the submission of the Elementary and Secondary Education Act (ESEA) grant application and accept the grant award of these funds for the 2021-2022 school year.
21. Resolved to authorize the submission of the Individuals with Disabilities Education Act (IDEA) application and accept the grant award of these funds for the 2021-2022 school year.
22. Resolved to approve the transfer of Current Year Surplus to Reserve

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excel current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Moonachie Board of Education wishes to deposit a portion of anticipated current year surplus into a Capital Reserve account at year end, and

WHEREAS, the Moonachie Board of Education has determined that (an amount not to exceed) \$1,500,000 is available for such purpose of transfer;

WHEREAS, the Moonachie Board of Education wishes to deposit a portion of anticipated current year surplus into a Maintenance Reserve account at year end, and

WHEREAS, the Moonachie Board of Education has determined that (an amount not to exceed) \$1,500,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Moonachie Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

3. Policy

Motion: Matthew Vaccaro

Seconded: James Campbell

Action taken: 4 Ayes. 1 Absent. Motion Approved.

1. Resolved to approve the School Bus Emergency Evacuation Drill report (in accordance with N.J.A.C. 6A:27-11.2) as follows: On May 25, 2021 at 8:10 a.m. all bus students participated in a bus emergency evacuation drill. The drill took place in front of the school and included Bus 1, Bus 2 and Bus 3. Dana Genatt supervised the drill – Attachment 3.1
2. Resolved to approve the School Security Drill Statement of Assurance – Attachment 3.2

4. Personnel

Motion: James Campbell

Seconded: Matthew Vaccaro

Action taken: 4 Ayes. 1 Absent. Motion Approved.

1. Resolved to approve the Superintendent/Principal to emergent hire for personnel hired between June 9, 2021 – August 31, 2021 for school year 2021-2022.
2. Resolved to approve the job posting for Teacher for the 2021-2022 school year – Attachment 4.2
3. Resolved to approve the Summer Extended Year 2021 Staff – Attachment 4.3
4. Resolved to approve a salary increase of three percent for all non-affiliated Moonachie Education Association staff members for the 2021-2022 school year.

5. Resolved to reappoint the following Full-Time Secretarial Staff for the 2021-2022 school year – Attachment 4.5
6. Resolved to reappoint the following Full-Time Business Office Administrative Staff for the 2021-2022 school year – Attachment 4.6
7. Resolved to reappoint the following Part-Time Business Office Administrative Staff for the 2021-2022 school year – Attachment 4.7
8. Resolved to reappoint the following Custodians for the 2021-2022 school year – Attachment 4.8
9. Resolved to reappoint the following Classroom Aides for the 2021-2022 school year – Attachment 4.9
10. Resolved to reappoint the following School Aides for the 2021-2022 school year – Attachment 4.10
11. Resolved to reappoint the following Pre-School Classroom Aides for the 2021-2022 school year – Attachment 4.11
12. Resolved to approve the following list of Substitute Teachers for the 2021-2022 school year at a per diem rate of \$100.00 – Attachment 4.12
13. Resolved to approve the following Part-Time Secretarial Staff for the 2021-2022 school year – Attachment 4.13
14. Resolved to reappoint Lucrezia Maurin as Attendance Officer/ Food Service Director for the 2021-2022 school year – Attachment 4.14
15. Resolved to approve the Car Allowance Agreement between the Moonachie Board of Education and Lucrezia Maurin, courier for the Robert L. Craig School for the 2021-2022 school year – Attachment 4.15
16. Resolved to reappoint Ernest Turner as Treasurer of School Monies for the 2021-2022 school year at the annual fee of \$6500.00.
17. Resolved that the Moonachie Board of Education reappoint Laurel Spadavecchia as Business Administrator/Board Secretary for the 2021-2022 school year – Attachment 4.17
18. Resolved to approve a Licensed Behaviorist provided by the South Bergen Jointure Commission for 10 hours of home programming services at \$60 per hour plus 5% administrative fees effective June 9, 2021.
19. Resolved to approve Melanie Vocaturo for summer clerical help at an hourly rate \$20.45 not to exceed \$1250.00.

5. Curriculum None.

Motion:

Seconded:

Action taken:

6. Facilities

Motion: James Campbell

Seconded: Matthew Vaccaro

Action taken: 4 Ayes. 1 Absent. Motion Approved.

1. Resolved to apply for approval of Toilet Room Facilities for Early Intervention, Pre-Kindergarten, and Kindergarten Classroom – Room 9 Multiply Disabled Program – K-2nd for the 2021-2022 school year for submission to the Executive County Superintendent – Attachment 6.1
2. Resolved to apply for approval of Toilet Room Facilities for Early Intervention, Pre-Kindergarten, and Kindergarten Classroom – Room 11 Multiply Disabled Program – K-2nd for the 2021-2022 school year for submission to the Executive County Superintendent – Attachment 6.2
3. Resolved to apply for approval for Renewal of Temporary Instructional Space for the stage area of the gym to be used for instrumental music for the 2021-2022 school year for submission to the Executive County Superintendent – Attachment 6.3
4. Resolved to apply for Renewal of Temporary Instructional Space for the room of the cafeteria to be used for music for the 2021-2022 school year for submission to the Executive County Superintendent – Attachment 6.4

7. Old Business None.
 Motion:
 Seconded:
 Action taken:

8. New Business None.
 Motion:
 Seconded:
 Action taken:

9. Information Items
 1. Average monthly attendance from 5/1/21 – 5/31/21 - Attachment 9.1
 2. Monthly report of attendance officer for the month ending May 2021 Attachment 9.2

10. Discussion Items
 Mr. David Vaccaro congratulated the STEAM TEAM and Ms. Perez and Ms. Gallo for their achievements. He also asked the Board to let administration know if they would be attending the Wood-Ridge High School graduation ceremony or the 8th Grade graduation ceremony to be held on June 16 at 6:30 p.m. with a rain date of June 17.

11. Public Comments None.
 Open: 6:50 p.m.
 Closed: 6:51 p.m.

12. Adjournment at 6:52 p.m.

Motion: Matthew Vaccaro

Seconded: James Campbell

Action taken: 4 Ayes. 1 Absent. Motion Approved.

Respectfully Submitted,

Laurel Spadavecchia

Laurel Spadavecchia, Business Administrator/Board Secretary