

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

MINUTES FOR REGULAR MEETING

Robert L. Craig School

Media Center

August 14, 2018

Call to order by Board President      Meeting opened at 6:00 p.m.

Roll Call

Members Present: David Vaccaro  
James Campbell  
Charles Pallas

Members Absent: Edmond Monti  
Matthew Vaccaro

Also Present: Dr. Jonathan Ponds, Superintendent/Principal  
Laurel Spadavecchia, Business Administrator/Board Secretary  
James Knipper, Director of Curriculum  
Dennis McKeever Esq., 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.

• Resolved to move to Executive Session

In accordance with the provisions of the Open Public Meetings Act, the Moonachie Board of Education shall conduct a closed executive session pursuant to the exception(s) prescribed by N.J.S.A. 10:4-12 for the purpose of discussing personnel matters and legal matters which are attorney-client privileged. It is anticipated that the length of time of this executive session will be 30 minutes and that the discussion undertaken in this closed session can be made public at the time official action is taken.

Motion: James Campbell

Seconded: Charles Pallas

Action taken: 3 Ayes. 2 Absent. Approved.

- Acceptance of Minutes of July 10, 2018, closed session and regular session, and Superintendent Report – Attachment 1.1

Motion: James Campbell  
 Seconded: Charles Pallas  
 Action taken: 3 Ayes. 2 Absent. Approved.

- Acceptance of Correspondence

- Approval by the New Jersey Department of Education of the Temporary Instructional Space off the cafeteria – Attachment 1.2
- Approval by the New Jersey Department of Education of the Temporary Instructional Space on the gym stage – Attachment 1.3
- Approval by the New Jersey Department of Education of the Toilet Room Facilities Pre-K and Kindergarten classrooms–Attachment 1.4
- Letter from Lerch, Vinci & Higgins, LLP audit firm outlining the scope of their responsibilities with respect to their annual audit of the Moonachie School District – Attachment 1.5

Motion: James Campbell  
 Seconded: Charles Pallas  
 Action taken: 3 Ayes. 2 Absent. Approved.

- Superintendent’s Report

Motion: Charles Pallas  
 Seconded: James Campbell  
 Action taken: 3 Ayes. 2 Absent. Approved.

Dr. Ponds commended the staff for working hard to get the school prepared for the new school year.

- 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: 3 Ayes. 2 Absent. 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 August 2018 for a total of \$77,422.65—Attachment 2.1
2. Resolved to approve the Check Register for the month of June 2018 for \$239,205.33 - Attachment 2.2
3. Resolved to approve the Check Register for the month of July 2018 for \$88,969.35 - Attachment 2.3
4. Resolved to approve the Payroll Check Register for July 15, 2018 for \$28,838.23 – Attachment 2.4
5. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for August 2018 that no budgetary line item account has encumbrances and expenditures, which in total exceed the amount appropriated by the Moonachie Board of Education.
6. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for August 2018 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.
7. Resolved to approve the Monthly Transfer Report and Request for Approval of Transfers for the school year 2017-2018 – Attachment 2.7
8. Resolved to accept the Treasurers Report for June 2018 – Attachment 2.8
9. Resolved to accept the Report of the Secretary of the Moonachie Board of Education for June 2018 – Attachment 2.9
10. Resolved to approve the Monthly Transfer Report for June 2018 – Attachment 2.10
11. Resolved to approve the Cooperative Pricing Agreement between the Hunterdon County Educational Services Commission and the Moonachie Board of Education for the purchase of goods and services—Attachment 2.11
12. Resolved to approve the Special Education Tuition Contract Agreement between the Moonachie Board of Education and the Leonia Board of Education for the 2018-2019 school year – Attachment 2.12
13. Resolved to approve the Special Education Tuition Contract Agreement between the Moonachie Board of Education and Windsor Preparatory High School for the 2018-2019 school year – Attachment 2.13
14. Resolved to approve the Special Education Tuition Contract Agreements between the Moonachie Board of Education and the Ridgefield Board of Education – Attachment 2.14
15. Resolved to approve the Special Education Tuition Contract Agreement between the Moonachie Board of Education and the Community School, Inc. for the 2018-2019 school year – Attachment 2.15

16. Resolved to approve the purchase of a janitorial 24" disc floor scrubber from ATRA Janitorial Supply Company, Inc. – Attachment 2.16
17. Resolved to accept check #23959 from Action for Healthy Kids in the amount of \$250.00 and check #23019 in the amount of \$650.00 for the 2017-2018 school year YMCA grant to be used by the YMCA afterschool program – Attachment 2.17
18. Resolved to approve the Payroll Check Register for July 31, 2018 for \$31,251.59 – Attachment 2.18
19. Resolved to approve the 2018-2019 Annual Membership Dues of \$140.00 per member for the South Bergen Rotary for the following staff members: Jonathan Ponds, James Knipper, Kathleen Kinsella, Joseph Gingerelli. Be it further resolved that the Board agrees to review membership in the South Bergen Rotary for the 2019-2020 school year.
20. Resolved to approve the submission of the revised amendment to receive a Title I SIA-A award of \$11,200.00.
21. Resolved to approve the contract between the Moonachie Board of Education and Karl Environmental Group – AHERA Surveillance Program for school year 2018-2019, Proposal No. P-180612 – Attachment 2.21
21. Resolved to approve the Robert L. Craig School Operational Manual for the 2018-2019 school year on display at the Board of Education office.
22. Resolved to approve the relocation of the radiator for the conversion of the storage room into an office space to be performed by C.J. Vanderbeck – Attachment 2.22
23. Resolved to approve two seats in the New Jersey Consortia for Excellence Through Equity-North at \$1800.00 per seat for a total cost of \$3600.00 – Attachment 2.23
24. Resolved to approve the C.J. Vanderbeck quote on the annual maintenance service for the three (3) Laars heating units – Attachment 2.24
25. Resolved to approve the Title III Consortium Memorandum of Understanding between the Moonachie Board of Education and the Wood-Ridge Board of Education for the 2018-2019 school year – Attachment 2.25
26. Resolved to approve the Annual Contract for Hospital Instruction between the Moonachie Board of Education and Bergen County Special Services School District for the 2018-2019 school year – Attachment 2.26
27. Resolved to approve the New Jersey Association of School Administrators membership renewal for Jonathan Ponds for the 2018-2019 school year – Attachment 2.27
28. Resolved to approve check numbers #143 - #156 for August 31, 2018 Payroll in the amount of \$22,243.31 from the Summer Savings account to include salaries plus interest earned.

- 29. Resolved to approve the quote from AERO Plumbing & Heating Co., Inc. to repair and replace drinking fountains, rotted pipes and gym staff bathroom gasket – Attachment 2.29
- 30. Resolved to approve the Coviello Electric Service, Inc. quote for the wiring and installation of 3 new electrical outlets – Attachment 2.30
- 31. Resolved to approve check #1119 to Payschools in the amount of \$1524.00 from the Milk and Lunch account for Point-of-Service Free & Reduced meals Software for the 2018-2019 school year.

3. Policy                      None

Motion:

Seconded:

Action taken:

4. Personnel

Motion:                      Charles Pallas

Seconded:                  James Campbell

Action taken:              3 Ayes. 2 Absent. Approved.

- 1. Resolved to approve the job posting for the 2018-2019 After-School Programs Positions – Attachment 4.1
- 2. Resolved to approve the resignation of Rachel Tozzini, School Secretary/Receptionist – Attachment 4.2
- 3. Resolved to approve the resignation of Vivian Malleo, Part-Time Teacher Assistant – Attachment 4.3
- 4. Resolved to approve the resignation of Erica Lencsak, Part-Time Teacher Assistant – Attachment 4.4
- 5. Resolved to approve the resignation of Jason Selle, Part-Time Teacher Assistant.
- 6. Resolved to approve Kristen Hasch as Substitute Teacher at a rate of \$100.00 per day, pending Criminal History Background Screening.
- 7. Resolved to approve the job posting for the 2018-2019 Lunch Monitor Position – Attachment 4.7
- 8. Resolved to approve the resignation of Eric Cruz, Substitute Custodian – Attachment 4.8
- 9. Resolved to approve Kimberly Schmidt as Part-time Music Teacher at BA Step 4 (.6) for an annual salary of \$31,767.00 pending Criminal History Background Screening.

5. Curriculum

- 1. Resolved to approve the Robert L. Craig School Parent/Student Handbook for the 2018-2019 school year on display in the Curriculum Office.

2. Resolved to approve the Moonachie School District ELA Pacing Guides for the 2018-2019 school year on display in the Curriculum Office.
3. Resolved to approve the Moonachie School District Dance Curriculum for the 2018-2019 school year on display in the Curriculum Office.
4. Resolved to approve the Moonachie School District Theatre Curriculum for the 2018-2019 school year on display in the Curriculum Office.

Motion: Charles Pallas  
 Seconded: James Campbell  
 Action taken: 3 Ayes. 2 Absent. Approved.

6. Facilities

1. Resolved to approve Powers Service Co., Inc. for the servicing and inspection of the heating and air conditioning equipment – Attachment 6.1
2. Resolved to accept the EPA Asbestos Hazard Emergency Response Act (AHERA) Surveillance Report – Attachment 6.2
3. Resolved to accept the Water-Based Fire Protection Systems Inspection Annual Report – Attachment 6.3
4. Resolved to approve the Ritco Security Systems, Inc. quote for installation of an interior door release with keypad at front office at an expense of \$880.00 – Attachment 6.4

Motion: James Campbell  
 Seconded: Charles Pallas  
 Action taken: 3 Ayes. 2 Absent. Approved.

7. Old Business None.

Motion:  
 Seconded:  
 Action taken:

8. New Business None.

Motion:  
 Seconded:  
 Action taken:

9. Information Items None.

10. Discussion Items None.

11. Public Comments No Comments.

Open: 6:53 p.m.  
 Closed: 6:54 p.m.

12. Adjournment from Public Session at 6:55 p.m.  
Motion: James Campbell  
Seconded: Charles Pallas  
Action taken: 4 Ayes. 1 Absent. Approved.  
No further closed session took place.

Respectfully Submitted,

*Laurel Spadavecchia*

Laurel Spadavecchia  
Business Administrator/Board Secretary