

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

MINUTES FOR REGULAR MEETING

Robert L. Craig School

Media Center

March 19, 2019

Call to order by Board President Meeting opened at 6:30 p.m.

Roll Call

Members Present: David Vaccaro

Charles Pallas

Matthew Vaccaro

Members Absent: Edmond Monti

James Campbell

Also Present: Dr. Jonathan Ponds, Superintendent/Principal

Laurel Spadavecchia, Business Administrator/Board Secretary

James Knipper, Director of Curriculum

Kathleen Nestor Esq., Board Attorney

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.

• 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: Preliminary FY 2019-2020 Budget and personnel for budgeting purposes. It is anticipated that the length of time of this executive session will be 30 minutes.

Motion: Charles Pallas

Seconded: Matthew Vaccaro

Action taken: 3 Ayes. 2 Absent. Motion Approved.

- Acceptance of Minutes of March 5, 2019, closed session and regular session, and Superintendent Report – Attachment 1.1

Motion: Charles Pallas
 Seconded: Matthew Vaccaro
 Action taken: 3 Ayes. 2 Absent. Motion Approved.

- Acceptance of Correspondence

1. Letter from the New Jersey Department of Education approving the Special Education Medicaid Initiative (SEMI) Waiver for the 2019-2020 school year – Attachment 1.2
2. Letter from the New Jersey Department of Agriculture approving the Summer Food Service Program (SFSP) Waiver for the summer of 2019 – Attachment 1.3

- Superintendent’s Report

Dr. Ponds announced the Students of the Month for March.

Motion: Charles Pallas
 Seconded: Matthew Vaccaro
 Action taken: 3 Ayes. 2 Absent. Motion Approved.

- Students of the Month

<u>March</u>	<u>Grade</u>
Alex Francisco	1
Hailey Friedman	5
Kelly Chicayza Intriago	6

- Submission of HIB Cases – March 2019

<u>Investigations</u>	<u>Confirmed Cases</u>
1	1

- 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: Matthew Vaccaro
 Action taken: 3 Ayes. 2 Absent. Motion Approved.

SUBMISSION OF PRELIMINARY 2019-2020 BUDGET

WHEREAS, the preliminary 2019-20 school budget was approved for submission to the Executive County Superintendent by the Board of Education on March 19, 2019, and

WHEREAS, the Moonachie Board of Education authorized the submission of the 2019-2020 Preliminary School Budget to the Bergen County Executive Superintendent of Schools with the following Fund Allocations and requested waivers:

<u>Budget Totals:</u>	<u>Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ 9,758,371.00	\$ 8,646,025.00
Total Special Revenue Fund	\$ 536,757.00	0.00
Total Debt Service Fund	\$ 0.00	0.00
Totals	\$ 10,295,128.00	\$ 8,646,025.00

Be it resolved that the General Fund tax levy \$8,646,025.00 is approved to support the 2019-2020 school year budget.

Automatic Adjustments:

BE IT FURTHER RESOLVED that the Moonachie Board of Education includes in the 2019-2020 budget the adjustments as follows:

Use of Health Care Adjustment as the district intends to utilize this adjustment for School Employees' Health Benefit increase in costs. **\$36,557.00**

Use of Bank Cap in the amount of \$116,999.00. In accordance with the N.J.A.C. 6A:23A-10.3 (b), the district has fully exhausted all eligible statutory spending authority. The adjustment will be used to accommodate increasing Special Education costs. The Moonachie Board of Education will complete this by the end of the 2019-2020 budget year and acknowledges that it cannot be deferred or incrementally completed over a larger period of time. **\$ 116,999.00**

2019-20 Total Tax Cap ADJUSTMENTS **\$153,556.00**

BE IT FURTHER RESOLVED that the Moonachie Board of Education authorize the inclusion of \$195,752 from Maintenance Reserve into the preliminary 2019-2020 budget for required maintenance.

BE IT FURTHER RESOLVED that the Moonachie Board of Education authorize the inclusion of \$130,000 from Capital Reserve into the preliminary 2019-2020 budget to replace a portion of the roof, for HVAC rooftop units, and to repair structural damage to the plumbing system of the Robert L. Craig School.

2. Resolved that the Moonachie Board of Education establish the school district travel maximum expenditure amount for the 2019-2020 school year not to exceed \$15,000.

3. Resolved to approve the Bills and Claims against the Board of Education for equipment, materials and supplies furnished and delivered, and for work done and performed for March 2019 for a total of \$303,503.93 –Attachment 2.3
4. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for March 2019 that no budgetary line item account has encumbrances and expenditures, which total exceed the amount appropriated by the Moonachie Board of Education.
5. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary of March 2019 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.
6. Resolved to approve the Payroll Check Register for March 15, 2019 for \$92,268.25 – Attachment 2.6
7. Resolved to approve check #1125 to Carlstadt-East Rutherford Regional Board of Education in the amount of \$15,637.00 from the Milk and Lunch account for February 2019 meals.
8. Resolved to approve the Check Register for the month of February 2019 for \$125,040.87 - Attachment 2.8
9. Resolved to approve the budgetary line-item transfers for February 2019 – Attachment 2.9 to follow
10. Resolved to accept the Treasurer’s Report for month ending February 2018 – Attachment 2.10 to follow
11. Resolved to accept the Report of Secretary to the Moonachie Board of Education for month ending February 2018 – Attachment 2.11 to follow
12. Resolved to approve the Shared Services Agreement for Technology Support Services between the Moonachie Board of Education and Bergen County Technical Schools Board of Education for the 2019-2020 school year – Attachment 2.12
13. Resolved to approve the contract between the Moonachie Board of Education and Cintas for the required 5-Year Internal Inspection of Sprinkler and the replacement of 10 outdated gauges – Attachment 2.13

3. Policy

Motion: Charles Pallas
 Seconded: Matthew Vaccaro
 Action taken: 3 Ayes. 2 Absent. Motion Approved.

1. Resolved to approve Donna Gallo as the Affirmative Action Officer and Team members – Brian DeSantis and James Knipper for the 2019-2020 school year and to conduct a Needs Assessment and develop a Comprehensive Equity Plan.

4. Personnel

Motion: Charles Pallas
Seconded: Matthew Vaccaro
Action taken: 3 Ayes. 2 Absent. Motion Approved.

1. Resolved to approve Teresa Pipito as Substitute Teacher for the 2019-2020 school year, pending the outcome of the Criminal History Background Screening.
2. Resolved to approve Natalia Lorenzo as Substitute Teacher for the 2019-2020 school year, pending the outcome of the Criminal History Background Screening.

5. Curriculum

Motion: Charles Pallas
Seconded: Matthew Vaccaro
Action taken: 3 Ayes. 2 Absent. Motion Approved.

1. Resolved to approve the following field trip:

Destination	Date	Cost
Bergen County Zoo at Van Saun Park 1 st Grade	5/16/19	\$250.00 bus \$80.00 Tickets
Joseph Street Park Walking Trip Pre-K	5/10/19	No cost

Matthew Vaccaro inquired whether police will be notified of the walking trip and Mr. Knipper assured him that they would be notified.

2. Resolved to approve the following workshop:

Destination	Date	Cost
Handle with Care, Instructor Recertification Clarksburg, NJ - Kathleen Reilly	April 4, 2019	\$450.00 plus travel reimbursement
NJPSAFEA Mental Health Issues Workshop Monroe Twnshp, NJ – Nidia Alvarez	April 12 & April 15, 2019	\$300 plus travel reimbursement

3. Resolved to approve implementation of the 2019 Summer Extended School Year Program Calendar:

Program Calendar Monday - Thursday
June 24 - July 25, 2019 (off July 4th) 19 Days Total
Students: 8:30 a.m. – 12 noon; Staff: 8:15 a.m. – 12:15

6. Facilities

Mrs. Spadavecchia presented the quotes obtained for the HVAC roof top unit replacement and quotes to repair the heat exchanger. David Vaccaro requested to table this discussion until the next meeting in which there will be a full board present. The Board agreed to table this discussion.

1. Resolved to approve use of facilities by the Borough of Moonachie – Attachment 6.1

- Easter Egg Hunt, April 13, 2019, 10:00 a.m.
- Summer Recreation Program, June 21, 2019 – July 26, 2019, 8:30 a.m. – 2:30 p.m.

Motion: Charles Pallas
 Seconded: Matthew Vaccaro
 Action taken: 3 Ayes. 2 Absent. Motion Approved.

7. Old Business

Motion:
 Seconded:
 Action taken:

8. New Business

David Vaccaro announced that Mr. Knipper will give a presentation of the Student Performance Reports to the public at the April 9, 2019 Board of Education meeting.

Motion:
 Seconded:
 Action taken:

9. Information Items

10. Discussion Items

11. Public Comments

Vincent Gaccione of 34 Frederick Street, inquired as to how many classrooms were being rented to the South Bergen Jointure Commission. Dr. Ponds responded with 6 classrooms. Mr. Gaccione stated that he used to attend public meetings and would like to continue to come to meetings, at which Mr. David Vaccaro said they are always happy to have the public come to the meetings. Mr. Gaccione also stated that he sees how hard the custodial staff work to make sure the school is always clean.

Open: 6:49 p.m.
 Closed: 6:50 p.m.

12. Adjournment at 6:51 p.m.

Motion: Charles Pallas
 Seconded: Matthew Vaccaro
 Action taken: 3 Ayes. 2 Absent. Motion Approved.

Respectfully submitted,

Laurel Spadavecchia

Laurel Spadavecchia

Board Administrator/Board Secretary