

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

MINUTES FOR REGULAR MEETING

Robert L. Craig School

Virtual Meeting

October 13, 2020

Call to order by Board President

Meeting opened at 6:30 p.m.

Roll Call

Members Present: David Vaccaro  
Charles Pallas  
Matthew Vaccaro  
Edmond Monti

Members Absent: James Campbell

Also Present: James Knipper, Acting Superintendent  
Laurel Spadavecchia, Business Administrator/Board Secretary  
Dana Genatt, Director of Curriculum and Instruction  
Rachel Smith, Board Attorney  
Dennis McKeever, 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: Edmond Monti

Seconded: Matthew Vaccaro

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

- Acceptance of Minutes of September 22, 2020, closed session and regular session, and Superintendent Report – Attachment 1.1  
 Motion: Matthew Vaccaro  
 Seconded: David Vaccaro  
 Action taken: 4 Ayes. 1 Absent. Motion Approved.

- Acceptance of Correspondence None.  
 Motion:  
 Seconded:  
 Action taken:

- Superintendent’s Report

Mr. Knipper announced that the school reopens tomorrow and the health questionnaire MyMedBot app will be up and running for the entire staff and student population. He wanted to thank the teachers and staff for a seamless transition for live and remote instruction and for serving the community well. He also announced that the leadership team is preparing for a return to full day instruction for students. He will inform the Board and community once the details are finalized.

Mr. David Vaccaro told Mr. Knipper that he and the entire staff are doing a great job during these times. We were thrown a curveball like no one has ever seen and we are doing a good job handling all the changes.

- Motion: Edmond Monti
- Seconded: Matthew Vaccaro
- Action taken: 4 Ayes. 1 Absent. Motion Approved.

- Submission of HIB Cases – September 2020

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

- Students of the Month

<u>September</u>	<u>Grade</u>
Julian Trelles	1
Erick Romero	3
Gianna Eaddy	6

- 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

Mr. David Vaccaro asked if the district was aware that the borough is able to apply for CARES money on behalf of the school. Mr. Knipper replied that he has already been in communications with the mayor to coordinate our efforts in submitting a claim for reimbursement.

Motion: Matthew Vaccaro

Seconded: Edmond Monti

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 October 2020 for a total of \$209,890.06 – Attachment 2.1
2. Resolved to approve the Check Register for the month of September 2020, Batch 54, for \$153,304.16 - Attachment 2.2
3. Resolved to approve the Payroll Check Register for September 30, 2020 for \$96,552.80 – Attachment 2.3
4. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for October 2020 that no budgetary line item account has encumbrances and expenditures, which in 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 for October 2020 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 Moonachie Board of Education Guide for Standard Operating Procedures and Internal Controls – Available for review at the Board Office.
7. Resolved to accept the Coronavirus Relief Fund Grant in the amount of \$42,162.00 as an increase to the district's State Aid – Attachment 2.7
8. Resolved to approve 2020-2021 Budget/Election Calendar – Attachment 2.8
9. Resolved to approve check #1150 to Carlstadt-East Rutherford Regional Board of Education in the amount of \$16,330.70 from the Milk and Lunch account for September 2020 meals.
10. Resolved to approve the Transportation Agreement between the Moonachie Board of Education and First Student, Inc. for Route YMCA1 and RLC3– Attachment 2.10
11. Resolved to approve the submission of the Comprehensive Maintenance Plan Report for FY 19-20 Actual, FY 20-21 Budgeted, and FY 21-22

Planned, documenting required maintenance activities for a period of three years whereas all past and planned activities are reasonable to keep school facilities open and safe for use in compliance with New Jersey Department of Education requirements – Attachment 2.11

12. Resolved to accept the Extraordinary Aid State School Aid in the amount of \$69,196 for the 2019-2020 school year – Attachment 2.12
13. Resolved to approve the Contracted Services Agreements between the Moonachie Board of Education and the South Bergen Jointure Commission for the 2020-2021 school year – Attachment 2.13
14. Resolved to accept the Treasurer’s Report for month ending September 2020 – Attachment 2.14
15. Resolved to approve the budgetary line-item transfers for September 2020 – Attachment 2.15
16. Resolved to accept the Report of Secretary to the Moonachie Board of Education for month ending September 2020 – Attachment 2.16

3. Policy

Motion: Matthew Vaccaro

Seconded: Edmond Monti

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

1. Resolved to approve the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance School Year 2020-2021–Attachment 3.1
2. Resolved to approve the Robert L. Craig School Operational Manual for the 2020-2021 School Year on display at the Curriculum Office.
3. Resolved to approve the submission of the New Jersey Department of Education Performance Report to NJ Smart.
4. Resolved to approve the Annual Meeting Between Education & Law Enforcement Officials Update to Uniform memorandum of Agreement (MOA) to be appended to the MOA – 2019 Revisions- 2020-2021 School Year – Attachment 3.4
5. Resolved to approve the following Revised and new polices:

P1648	Restart & Recovery Plan	Revised
P1648.02	Remote Learning Options for Families	New
P1648.03	Restart & Recovery Plan – Full-Time Remote Instruction	New
P1620	Administrative Employment Contracts	Revised
P2464	Gifted & Talented Students	Revised
P5330.05	Seizure Action Plan	New
R5330.05	Seizure Action Plan	New
P6440	Cooperative Purchasing	Revised

P6470.01	Electronic Funds Transfer & Claimant Certification	New
R6470.01	Electronic Funds Transfer & Claimant Certification	New
P7440	School District Security	Revised
R7440	School District Security	Revised
P7450	Property Inventory	Revised
P8420	Emergency & Crisis Situations	Revised

4. Personnel

Motion: Matthew Vaccaro

Seconded: Edmond Monti

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

1. Resolved to approve Employee #4049 leave of absence from October 1, 2020 through November 30, 2020 per Family Medical Leave Act (FMLA) regulations without pay, use of sick time will supplement income.
2. Resolved to approve Greg Keelen and Lisa Marie Perez as 8<sup>th</sup> Grade Advisors for the 2020-2021 school year at an hourly rate of \$45.68 for 50 total hours shared between both employees, not to exceed \$2,284.00.
3. Resolved to approve Valerie Kenny and Alyssa Spitaleri as Yearbook Coordinators for the 2020-2021 school year at an hourly rate of \$45.68 for 70 total hours shared between both employees, not to exceed \$3,197.60.

5. Curriculum

Motion: Edmond Monti

Seconded: Matthew Vaccaro

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

1. Resolved to approve the Moonachie School District Goals & Objectives 2020-2021 Short & Long Term Goals – Attachment 5.1
2. Resolved to approve the following workshops:

Destination	Date	Cost
NJ American Academy of Pediatrics Annual School Health Conference - Virtual – Donna Gallo	October 14, 2020	\$85.00
Center for Autism & Early Childhood Mental Health 2020-2021 PIRT Seminar Montclair State University – Kathy Kinsella	9 Bi-monthly Virtual sessions Tuesdays, 1-3 pm or Thursdays 10 am – 12 pm	\$225.00

6. Facilities None.

Motion:

Seconded:

Action taken:

1. Discussion of roof repairs – Attachment 6.1

7. Old Business  
Motion:  
Seconded:  
Action taken:
8. New Business  
Motion:  
Seconded:  
Action taken:
9. Information Items  
1. Average monthly attendance from 9/1/20 – 9/30/20 - Attachment 9.1  
2. Monthly report of attendance officer for the month ending September 2020  
Attachment 9.2
10. Discussion Items
11. Public Comments  
Open: 6:54 p.m.  
Closed: 6:56 p.m.  
Ms. Kathy Kinsella stated the borough creates a motion to poll their board when decisions need to be made in between meetings. David Vaccaro asked our attorney to provide guidance on repairing the roof before the next meeting. Ms. Rachel Smith, Board Attorney will provide an answer to the board on Wednesday.
12. Adjournment at 6:57 p.m.  
Motion: Matthew Vaccaro  
Second: James Campbell  
Action Taken: 4 Ayes. 1 Absent. Motion Approved.

Respectfully Submitted,

*Laurel Spadavecchia*

Laurel Spadavecchia, Business Administrator/Board Secretary