

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

MINUTES FOR REGULAR MEETING

Robert L. Craig School  
Virtual Meeting  
January 19, 2021

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  
James Campbell

Members Absent: Edmond Monti left meeting at 7:04 p.m.

Also Present: James Knipper, Acting Superintendent  
Laurel Spadavecchia, Business Administrator/Board Secretary  
Dana Genatt, Director of Curriculum and Instruction  
Connor Kimmel, 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. Acceptance of Minutes of January 5, 2020, closed session, regular session, Re-Organization Meeting and Superintendent Report – Attachment 1.1  
Motion: Edmond Monti  
Seconded: Matthew Vaccaro  
Action taken: 5 Ayes. Resolved Approved.
- Acceptance of Correspondence
  1. Division of Food and Nutrition Administrative Review of the Moonachie Board of Education Summer Food Service Program letter – Attachment 1.2  
Motion: Charles Pallas  
Seconded: James Campbell  
Action taken: 5 Ayes. Resolved Approved.

- Superintendent's Report

Motion: Matthew Vaccaro

Seconded: James Campbell

Action taken: 5 Ayes. Resolved Approved.

Mr. Knipper announced he was very proud of Mrs. Spadavecchia and the Business Office for the audit report presented this evening. The ability during a Covid pandemic to have the resources available to meet increased expenditures as well as plan for capital improvements is really an attribution to Mrs. Spadavecchia and her hard work to make sure we're staying afloat as well as to provide a seamless transition of administration.

He would also like to highlight some great things going on academically. The instructional program is going astounding right now and the work coming out of Mrs. Genatt's curriculum office is remarkable. Our pre-K program is absolutely flourishing as the students are getting to know each other and engaging in creative curriculum as we prepare them for Kindergarten. Our Kindergarten is working on getting the students to write 3 sentences individually as their Spring writing goal. First grade is preparing their students to set individual math and reading goals based on state standards. Second grade has also set goals to be able to write 7 sentences in order to prepare for 3 paragraph essay writing in third grade. Third grade is doing an outstanding job of mastering reciprocal teaching roles and utilizing accountable talks. Fourth grade continues to grow in mathematics by utilizing multiple strategies in solving difficult tasks. Our Fifth grade continually pushes the students to engage in respectable discourse while using their accountable talks. Middle school math is doing an outstanding job is using strategies to solve complex multi-step tasks using the socratic method with the help of Dr. Battey from Rutgers University at every grade level. Middle school language arts continues to close the achievement gap and set high expectations. Middle school science is growing with the new standards with the help of Dr. Duncan also from Rutgers University. Middle school Social Studies continues to meet best practices with the utilization of a flipped classroom both virtual and live. As always, our specials teachers are doing an outstanding job having the students create and explore the arts through the use of choice board activities. Finally our child study team led by Ms. Raguseo continues to meet the needs of both students and parents to meet all IEPs and modifications. This Friday we will send out our first Shout Out video series. Thank you to the Board for their support during this entire health emergency.

Lastly, Mr. Knipper noted that he is planning to return to live instruction on Tuesdays following his timeline in February.

Mr. David Vaccaro commended the Business Office for their audit report as well as the entire administration team for aligning priorities to budgetary constraints.

■ **Submission of HIB Cases – January 2021**  

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

- PRESENTATION – June 30, 2020 Financial Audit – Paul Lerch, CPA  
 Be it Resolved the Moonachie Board of Education accept the Audit Presentation provided by Paul J. Lerch CPS, PSA with the firm of Lerch, Vinci and Higgins, LLP. Mr. Lerch presented the findings cited in the district’s financial audit for the period beginning 7/1/2019 and ending 6/30/2020. An Audit Synopsis handout for the public was provided which included the Governmental Balance Sheets and a listing of Audit Recommendations as of June 20, 2020. The auditor’s report included comments on the Governmental Balance Funds Statement of Revenues, Expenditures and Changes in Fund Balance for the Fiscal year ended June 30, 2020 and a discussion of the Audit Recommendations including the Corrective Action Plan to address these Recommendations. A discussion followed.
- 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: 5 Ayes. Resolved 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 January 2021 for a total of \$429,331.64 –Attachment 2.1
2. Resolved to approve the Check Register for December 2020 for \$263,492.95 - Attachment 2.2
3. Resolved to approve the Payroll Check Register for January 15, 2021 for \$95,792.26 – Attachment 2.3
4. Resolved to accept the Treasurer’s Report for month ending November 2020 – Attachment 2.4

5. Resolved to approve the budgetary line-item transfers for November 2020 – Attachment 2.5
6. Resolved to accept the Report of Secretary to the Moonachie Board of Education for month ending November 2020 – Attachment 2.6
7. Resolved to accept the Treasurer’s Report for month ending December 2020 – Attachment 2.7
8. Resolved to accept the Report of Secretary to the Moonachie Board of Education for month ending December 2020 – Attachment 2.8
9. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for January 2021 that no budgetary line item account has encumbrances and expenditures, which in total exceed the amount appropriated by the Moonachie Board of Education.
10. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for January 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.
11. Resolved to approve check #1153 to Carlstadt-East Rutherford Regional Board of Education in the amount of \$19,738.70 from the Milk and Lunch account.
12. Resolved that the Moonachie Board of Education accept the findings expressed by the auditing firm of Lerch, Vinci and Higgins, LLP as cited in their reports entitled Comprehensive Annual Financial Report (CAFR) and Auditor’s Management Report (AMR) for year ending June 30, 2020 – Attachment 2.12
13. Resolved to approve the Audit Findings/Recommendations Corrective Action Plan addressing the audit recommendations listed under Financial Planning Accounting & Reporting and School Food Services – Attachment 2.13
14. Resolved to approve the Special Education Tuition Contract Agreement between the Moonachie Board of Education and Ridgefield Board of Education for the 2020-2021 school year – Attachment 2.14

3. Policy

Motion: James Campbell

Seconded: Matthew Vaccaro

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

1. Resolved to approve the Statement of Assurance Regarding the Use of Paraprofessional Staff 2020-2021 School Year – Attachment 3.1
2. Resolved to accept the 2020-2021 Incidents Report on Violence, Vandalism, Substances, Weapons, and HIB Confirmed for Report Period 1: September 1-December 31, 2020 – Attachment 3.2

3. Resolved to approve Dana Genatt as the District Anti-Bully Specialist, pending formal training by Strauss Esmay.

4. Personnel

Motion: Matthew Vaccaro

Seconded: James Campbell

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

1. BE IT RESOLVED, upon the recommendation of the Superintendent, the Board hereby approves an extended medical leave of absence for employee #4049 from February 1, 2021 through February 28, 2021 with the ability to utilize sick time for this period.

5. Curriculum

Motion: Matthew Vaccaro

Seconded: James Campbell

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

Mr. Pallas suggested having administration investigate books and curriculum used by Blue Ribbon school districts to upgrade our current offerings. Mr. Vaccaro was in agreement and suggested to investigate the use of digital formats in the future.

1. Resolved to approve workshops:

<b>Destination</b>	<b>Date</b>	<b>Cost</b>
NJASBO Budget Guidelines and Software Review: Best Practices in Budgeting - Laurel Spadavecchia	February 2, 2020	\$50.00

6. Facilities

Discussion of Tremco roofing solution

1. Resolved to approve a thermal scan to be conducted by Tremco Construction Products Group – Attachment 6.1

Motion: Matthew Vaccaro

Seconded: James Campbell

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

7. Old Business None.

Resolved:

Seconded:

Action taken:

8. New Business None.

Resolved:

Seconded:

Action taken:

9. Information Items None.
10. Discussion Items
11. Public Comments None.  
Open: 7:35 p.m.  
Closed: 7:36 p.m.
12. Adjournment at 7:37 p.m.  
Motion: Matthew Vaccaro  
Seconded: James Campbell  
Action taken: 4 Ayes. 1 Absent. Resolved Approved.

Respectfully Submitted,

*Laurel Spadavecchia*

Laurel Spadavecchia, Business Administrator/Board Secretary