

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

MINUTES FOR REGULAR MEETING

Robert L. Craig School

Cafeteria

April 25, 2023

Call to order by Board Secretary

Meeting opened at 6:30 p.m.

Roll Call

Members Present: David Vaccaro

Matthew Vaccaro

Charles Pallas

Edmond Monti

Members Absent: James Campbell

Also Present: James Knipper, Superintendent/Principal

Laurel Spadavecchia, Business Administrator/Board Secretary

Dana Genatt, Director of Curriculum & Instruction

Joseph Mackolin, 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.

- Acceptance of Minutes of March 28, 2023, closed session and regular session, and Superintendent Report – Attachment 1.1

Motion: Edmond Monti

Seconded: Matthew Vaccaro

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

- Acceptance of Correspondence

1. New Jersey Department of Education Preschool Program Plan Approval letter for 2023-2024– Attachment 1.2

2. New Jersey Department of Education SEMI Waiver Request approval letter – Attachment 1.3

Motion: Edmond Monti

Seconded: Matthew Vaccaro

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

- Superintendent’s Report – School Performance Report 2021-2022 – Attachment 1.4

Mrs. Genatt announced the Students of the Month.

Mr. Knipper announced that the district received notice of numerous acceptances to alternate high schools for our 8th graders such as Bergen County Academies, Bergen Tech, Applied Tech, Paramus Tech and Paramus Catholic. Mr. Knipper also announced that testing for NJSLA Science, ELA and Math will take place over the next 3 weeks. He also updated the Board on the HVAC upgrade project, security updates and Class 3 Resource Officer standing. Lastly, he announced that preschool and kindergarten registration is open.

Mr. Pallas congratulated the students on their high school acceptances and attributed it in part to the dedication of our instructional staff. Mr. Knipper also thanked the parents and students for their dedication to the students’ success. Mr. David Vaccaro congratulated the Students of the Month and thanked the parents for their participation with their children and how this only enhances their education.

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

- **Students of the Month**

<u>April</u>	<u>Grade</u>
Liam Castillo	Pre-Kindergarten
Milana Brattoli	Kindergarten
Vivann Patel	1st
Kaitlynn De Leon	2nd
Eyvaa Rivas	3rd
Arianna Eaddy	4th
Erick Romero	5th
Anjolie Lena	MS Social Studies
Dayana Arias	MS ELA
Kimberly Jarquin	MS Math
Mauro Arias	Physical Education

- **Submission of HIB Cases – April 2023**

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

- PRESENTATION – Public Hearing 2023-2024 School Budget
 Laurel Spadavecchia, Business Administrator

- 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: 4 Ayes. 1 Absent. Motion Approved.

1. Motion to adopt the final 2023-2024 school year budget.

SUBMISSION OF FINAL 2023-2024 BUDGET

WHEREAS, the preliminary 2023-24 school budget was approved for submission to the Executive County Superintendent by the Board of Education on March 14, 2023, and

WHEREAS, the Moonachie Board of Education authorized the submission of the 2023-2024 Preliminary School Budget to the Bergen County Executive Superintendent of Schools with the following Fund Allocations and requested waivers:

<u>Budget Totals:</u>	<u>2023-2024 Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ 12,958,003	\$ 9,701,087.00
Total Special Revenue Fund	\$ 855,578	0.00
Total Debt Service Fund	\$ 0.00	0.00
Totals	\$ 13,813,581	\$ 9,701,087.00

Be it resolved that the General Fund tax levy \$9,701,087.00 is approved to support the 2023-2024 school year budget.

BE IT FURTHER RESOLVED that the Moonachie Board of Education authorize the inclusion of \$130,000 from Maintenance Reserve into the preliminary 2023-2024 budget for required maintenance.

BE IT FURTHER RESOLVED that the Moonachie Board of Education authorize the inclusion of \$1,200,000 from Capital Reserve into the preliminary 2023-2024 budget for repair to the exterior building façade, repair to the sewer system, 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 2023-2024 school year

as per N.J.A.C. 6A:23B-1.2 (b) not to exceed \$15,000. The maximum amount for the 2022-2023 school year was budgeted at \$15,000 and the amount spent as of March 14, 2023 for the 2022-2023 school year is \$8,913.06. The Business Administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

3. Resolved to approve the Bills and Claims against the Board of Education for equipment, materials and supplies furnished and delivered, for work done and performed for April 2023 for a total of \$477,529.61 – Attachment 2.3
4. Resolved to approve the Payroll Check Register for March 31, 2023 for \$106,419.12 with gross wages of \$185,593.20 – Attachment 2.4
5. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for April 2023 that no budgetary line item account has encumbrances and expenditures, which 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 of April 2023 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 Check Register for the month of March 2023 for \$171,856.69 - Attachment 2.7
8. Resolved to approve the Payroll Check Register for April 15, 2023 for \$116,899.49 with gross wages of \$204,358.58 – Attachment 2.8
9. Resolved to approve the Contract for “In-School” Nursing Services between the Moonachie Board of Education and Starlight Homecare Agency, Inc., d/b/a Star Pediatric Home Care Agency for the 2023-2024 school year – Attachment 2.9
10. Resolved to set tuition and Related Services for the 2023-2024 school year as follows:

Regular Education Student Tuition

PreK/K	\$21,742
Grades 1-5	\$17,875
Grades 6-8	\$19,539

Special Education Student Tuition

Full Day – Pre-K Dis.	\$16,396
LLD	\$37,342
Related Services	\$80.00 /session

11. Resolved to approve the Treasurer’s Report for month ending March 2023 – Attachment 2.11

12. Resolved to approve the Report of Secretary to the Moonachie Board of Education for the month ending March 2023 – Attachment 2.12
13. Resolved to approve the budgetary line-item transfers for March 2023 – Attachment 2.13

3. Policy

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

1. Resolved to approve the following new, revised and abolished policies and regulations:

P0144	Board Member Orientation and Training	Revised
P2520	Instructional Supplies	Revised
R2520	Instructional Supplies	Revised
P3217	Use of Corporal Punishment	Revised
P4217	Use of Corporal Punishment	New
P5305	Health Services Personnel	Revised
P 5308	Student Health Records	Revised
R 5308	Student Health Records	Revised
P 5310	Health Services	Revised
P 6112	Reimbursement of Federal & Other Grant Expenditures	Revised
R 6115.01	Federal Awards/Funds Internal Controls – Allowability of Costs	New
P 6115.04	Federal Funds – Duplication of Benefits	New
P 6311	Contracts for Goods or Services funded by Federal Grants	Revised
P 7440	School District Security	Revised
P 9100	Public Relations	Abolished
P 9140	Citizens Advisory Committees	Revised
R 9140	Citizens Advisory Committees	Abolished

4. Personnel

Motion: Charles Pallas
 Seconded: Matthew Vaccaro
 Action taken: 4 Ayes. 1 Absent. Motion Approved.

1. Resolved to reappoint tenured professional staff for the 2023-2024 school year – Attachment 4.1
2. Resolved to approve the job postings for the Extended School Year Program – Attachment 4.2
3. Resolved to approve the resignation of Alyssa Spitaleri as Secretary to the Director of Curriculum and Instruction effective April 28, 2023 – Attachment 4.3
4. Resolved to approve Dana Genatt as Homeless Liaison for the remainder of the 2022-2023 school year effective May 1, 2023 for a pro-rated stipend of \$5,000.
5. Resolved to approve the following resolution:
 WHEREAS, the Superintendent of Schools – Mr. James Knipper – recommended to the Moonachie Board of Education (“Board”) to withhold the 2023-2024 adjustment increment of Employee #4085 and

WHEREAS, the Board has considered the recommendation of the Superintendent of Schools and approves same;

NOW, THEREFORE:

BE IT RESOLVED, the Board on the recommendation of the Superintendent approves the withholding of the adjustment increment in accordance with N.J.S.A. 18A: 29-14 for the 2023-2024 school year.

5. Curriculum

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

1. Resolved to approve the following staff to attend these approved field trips:

Destination	Date
Turtle Back Zoo – 1st Grade ~ Anne Marie Frascella, Jessica Sansone, Grace Macalintal, Michael Lia	May 12, 2023
911 Memorial – 7 th Grade ~ Greg Keelen, Valerie Kenny, Daniel Alonso, Kelly Thomson, Donna Gallo	June 5, 2023
Philadelphia Trip – 8 th Grade ~Greg Keelen, Lisa Selle, Donna Gallo, Gabriela Ocasio, James Knipper	May 22, 2023

6. Facilities

1. Resolved to accept the Cintas Fire Protection Semi-Annual Water-Based Fire Protection Systems Inspection Report – Attachment 6.1
2. Resolved to approve the purchase of a waterflow switch to replace an inoperable switch for the fire sprinkler system to correct the failed portion of the fire inspection – Attachment 6.2
3. Resolved to approve the Karl Environmental Group Right to Know Services for 2022-2023, Proposal No. P-230549 – Attachment 6.3
4. Resolved to approve the facilities request from the Borough of Moonachie for the Summer Recreation program – Attachment 6.4

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

7. Old Business

Motion:
Seconded:
Action taken:

8. New Business

Motion:
Seconded:
Action taken:

9. Information Items

1. Average Monthly Attendance from 3/1/23 – 3/31/23 – Attachment 9.1
2. Monthly Report of Attendance officer for the month of March 2023 – Attachment 9.2

10. Discussion Items

1. Resource Officer

Mr. Knipper updated the Board on the meeting held between himself, Mrs. Spadavecchia, Mr. David Vaccaro, Mr. Edmond Monti, Mayor Dennis Vaccaro and Police Chief Behrens regarding the hiring and training of a Class 3 Resource Officer for the school.

2. Security Cameras and Swipe Cards

Mr. Knipper shared the quotes that were obtained for the addition of 10 security cameras throughout the school that has 30-day storage capabilities which allows the district to be in compliance with school law. The Board approved the recommendation and this will become a motion for approval at the May 9, 2023 meeting. Mr. Knipper also obtained quotes for the installation of swipe cards for entry into the building. The Board decided to revisit this at a later time.

Mr. Knipper also updated the Board on the status of hanging banners of our 2023 high school graduates at both the Wood-Ridge High School and Moonachie Road locations. The cost will be split with the Borough of Moonachie.

11. Public Comments

Mr. Anthony Cirillo congratulated Mrs. Spadavecchia on a great budget presentation. He also commented how much he enjoys seeing the families come out for the Student of the Month celebrations.

Open: 7:30 p.m.

Closed: 7:31 p.m.

12. Adjourned at 7:32 p.m.

Motion: Matthew Vaccaro

Seconded: Charles Pallas

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

Respectfully Submitted,

Laurel Spadavecchia

Laurel Spadavecchia, Business Administrator/Board Secretary