

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

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REGULAR MEETING MINUTES

Robert L. Craig School
Media Center
June 27, 2017

Call to order by Board President
Roll Call

Meeting opened at 6:30 PM

Members Present: David Vaccaro, James Campbell, Sheila King, Charles Pallas
Members Absent: Edmond Monti
Also Present: Dr. Jonathan Ponds, Superintendent/Principal
Dr. Vincent Occhino, Interim Business Administrator/
Board Secretary
Dennis McKeever, Esq. Board Attorney
Katherine Kinsella, MEA President

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 June 13, 2017 closed sessions, regular session, and Superintendent Report Minutes – Attachment 1.1

Motion: King
Seconded: Campbell
Action taken: Approved All In Favor

- Acceptance of Correspondence
New Jersey School Boards Association to Business Administrator regarding Board Member completion of Online Governance 1: New Board Member Orientation - Attachment 1.2

- Superintendent’s Report

Open to Public: 6:38pm
No Comments

Closed to Public: 6:39pm

- Submission of HIB Cases – June 2017

Investigations

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Confirmed Cases

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- Dr. Ponds made some brief remarks regarding the start of the Rutgers reading program.

- 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.

Open to Public: 6:38pm
No Comments

Closed to Public: 6:39pm

2. Finance

Motion: King
Seconded: Pallas
Action taken: Approved Yes 4 No 0

1. Resolved that the Moonachie Board of Education 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 the month ended June 2017 – Attachment 2.1

2. Resolved that the Moonachie Board of Education acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for June 2017 that no budgetary line item account has encumbrances and expenditures, which in total exceed the amount appropriated by the Moonachie Board of Education.
3. Resolved that the Moonachie Board of Education acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for June 2017 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.
4. Resolved that the Moonachie Board of Education accept the Report of the Secretary of the Moonachie Board of Education for May 2017 – Attachment 2.4
5. Resolved that the Moonachie Board of Education accept the Treasurers Report for May 2017 – Attachment 2.5
6. Resolved that the Moonachie Board of Education approve contract with Axis Insurance Company for student accident insurance for the period August 1, 2017 through July 31, 2017 – Attachment 2.6
7. Resolved that the Moonachie Board of Education apply for the following funds allocated under the Individuals with Disabilities Education Act, Part B (IDEA B) for the fiscal year 2018 as follows:

Basic.....	\$89,897
Preschool.....	\$5,290

 - Attachment 2.7
8. Resolved that the Moonachie Board of Education approve the Annual Support Agreement for Period of July 1, 2017 – June 30, 2018 between CC Productions, Inc. and the Moonachie Board of Education for Cafeteria POS Systems and/or Free and Reduced Software - Attachment 2.8
9. Resolved that the Moonachie Board of Education approve renewal from Renaissance Learning, Inc. for hosting STAR Literacy, Reading and Math District License for the period August 1, 2017 – July 31, 2018 – Attachment 2.9
10. Resolved that the Moonachie Board of Education renew Professional Services/Support & License ID Number 307S-B1-05UL with Systems 3000 Visual Fund Accounting/Payroll/ Human Resources for the period July 1, 2017 – June 30, 2018 in the amount of \$8,549.00 – Attachment 2.10
11. Resolved that the Moonachie Board of Education renew Annual Hosting/Backup Fee with Systems 3000 in the amount of \$3,486.00 – Attachment 2.11

12. Resolved that the Moonachie Board of Education approve the contract between the Moonachie Board of Education and the Leonia Board of Education for special education tuition for the Extended School Year program commencing June 26, 2017 school year – Attachment 2.12
13. Resolved that the Moonachie Board of Education approve the contract between Bergen County Special Services and the Moonachie Board of Education Special Education Tuition Agreements for Extended School Year Summer 2017 tuition – commencing July 5, 2017 – Attachment 2.13
14. Resolved that the Moonachie Board of Education award a contract to Ken Dietz & Company, Inc. in the amount of \$1,576.00 for carpet cleaning services as designated in their submitted proposal – Attachment 2.14
15. Resolved that the Moonachie Board of Education approve the School Tax Levy Payment Schedule for the 2017-2018 school year – Attachment 2.15
16. Resolved that the Moonachie Board of Education approve the recommendation of the Superintendent authorizing the Business Administrator/Board Secretary to make all necessary line item and fund transfers in the 2017-2017 budget with subsequent Board of Education approval at the next scheduled meeting.
17. Resolved that the Moonachie Board of Education renew Genesis Education Services for Genesis Student Information System ASP Services for school year 2017-2018 in the amount of \$5,772.00– Attachment 2.17
18. Motion for transfer of Current Year Surplus to Reserve

WHEREAS, NJSA 18A:21-2 and NJSA 18A:7G-13 permit a Board of Education to establish and/or deposit into certain reserve accounts at year end, and

WHEREAS, the aforementioned statutes authorize procedures, under the authority of the Commissioner of Education, which permit a Board of Education to transfer anticipated excel current revenue or unexpended appropriations into reserve accounts during the month of June by board resolution, and

WHEREAS, the Moonachie Board of Education wishes to deposit anticipated current year surplus into a Maintenance Reserve account at year end, and

WHEREAS, the Moonachie Board of Education has determined that up to \$250,000 is available for such purpose of transfer;

NOW THEREFORE BE IT RESOLVED by the Moonachie Board of Education that it hereby authorizes the district's School Business Administrator to make this transfer consistent with all applicable laws and regulations.

3. Policy

Motion: King

Seconded: Campbell

Action taken: Approved Yes 4 No 0

1. Resolved that the Moonachie Board of Education approve the School Bus Emergency Evacuation Drill report (in accordance with N.J.A.C. 6A:27-11.2) as follows: On June 15, 2017, between 8:05 – 8:15 a.m., all bus students in the Robert L. Craig School, 20 West Park Street, Moonachie, participated in a bus emergency evacuation drill. The drill took place in the front of the school. James Knipper, Director of Curriculum and Instruction, supervised the drill.

4. Personnel

Motion: King

Seconded: Campbell

Action taken: Approved Yes 4 No 0 Abstain #3 Vaccaro

1. Resolved that the Moonachie Board of Education approve Patricia Schomaker for summer clerical help to aid in rolling over Personnel and Payroll in Systems 3000, creating annual purchase orders, transportation routes and databases, assist with Direct Certification of Free & Reduced Meals and updating the Master Eligibility list, preparing files for the new school year, and training staff with various business office functions at a salary of \$30.00 per hour, not to exceed 10 hours per week.
2. Resolved that the Moonachie Board of Education recommend hiring Daniel Alonso for the math teacher position at a salary of \$51,445.00.
3. Resolved that the Moonachie Board of Education approve Loretta Carlen as a summer school aide. Miss Little will not be able to return in the summer.
4. Resolved that the Moonachie Board of Education approve the Resolution which states upon the recommendation of the Superintendent, withholds the employment increment, column adjustment for additional graduate

credits, longevity payment, if any, and any other salary adjustment – Attachment 4.4

5. Resolved that the Moonachie Board of Education appoint Laurel Spadavecchia as Business Administrator/Board Secretary for the 2017-18 school year pending review and approval by the Bergen County Interim Executive Superintendent of Schools.

5. Curriculum

Motion: King

Seconded: Campbell

Action taken: Approved Yes 4 No 0

1. Resolved that the Moonachie Board of Education approve the New Jersey Department of Education Bilingual/ESL Three-Year Program Plan for School Years 2017-2020 – Attachment 5.1

6. Facilities

Motion:

Seconded:

Action taken: TABLED

2. Motion to approve the contract between the Moonachie Board of Education and Karl Environmental Group – Comprehensive Lead in Drinking Water Services for school year 2017-2018, Proposal No. P17-0624 – Attachment 6.1

7. Old Business

Motion: None

Seconded:

Action taken:

8. New Business

Motion: None

Seconded:

Action taken:

9. Information Items

1. Monthly Report of Attendance Officer – June 2017 – Attachment 9.1
2. Average Monthly Attendance from 6/1/17 – 6/19/17 – Attachment 9.2

10. Discussion Items

11. Public Comment

Open to Public: 6:55pm

A staff member expressed her opinion of hiring teachers at specific steps on the negotiated salary guide.

Closed to Public: 6:56pm

12. Meeting Adjourned at 6:55pm

Motion: Campbell

Seconded: King

Action taken: All in Favor

Respectfully submitted,

Vincent J. Occhino

Dr. Vincent Occhino
Interim Business Administrator/Board Secretary