

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

MINUTES FOR REGULAR MEETING

Robert L. Craig School

Media Center

January 22, 2019

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

Roll Call

Members Present: David Vaccaro  
Charles Pallas  
Edmond Monti  
Matthew Vaccaro

Members Absent: 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

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: Matthew Vaccaro

Seconded: Edmond Monti

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

- **PRESENTATION – June 30, 2018 Financial Audit – Paul Lerch, CPA**  
Paul J. Lerch CPS, PSA with the firm of Lerch, Vinci and Higgins, LLP, presented the findings cited in the district’s financial audit for the period beginning 7/1/2017 and ending 6/30/2018. An Audit Synopsis handout for the public was provided which included the Governmental Balance Sheets and a listing of Audit Recommendations as of June 30, 2018. 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, 2017 and a discussion of the Audit Recommendations including a discussion of a Corrective Action Plan to address these Recommendations.

Mr. David Vaccaro commented that the Business Administrator obtained approval to transfer funds from the Bergen County Interim Superintendent. Mr. Lerch stated that the approval did not fall within the expenditure regulations of a Maintenance Reserve fund and that the request was not clear to the Superintendent. Therefore, Lerch, Vinci and Higgins reversed the transfers and the funds in question will flow back into the Maintenance Reserve Account.

Mr. Pallas questioned if the findings were of a major or minor nature. Mr. Lerch responded that the findings were minor and in conversations with Mrs. Spadavecchia he feels confident that they will be corrected.

- Acceptance of Minutes of January 2, 2019, regular session and Re-Organization Meeting – Attachment 1.1  
Motion: Matthew Vaccaro  
Seconded: Edmond Monti  
Action taken: 4 Ayes. 1 Absent. Motion Approved.
- Acceptance of Correspondence  
Motion: Charles Pallas  
Seconded: Matthew Vaccaro  
Action taken: 4 Ayes. 1 Absent. Motion Approved.
  1. Notification of License Renewal letter from State of New Jersey Department of Labor and Workforce Development – Attachment 1.2
  2. Temporary Operating Permit During Emergency letter from State of New Jersey Department of Labor and Workforce Development-Attachment 1.3
- Superintendent’s Report  
Dr. Ponds reported that the district just underwent a lockdown drill from the state in conjunction with the Little Ferry Police Department. The state was very pleased with our practices and the district will receive a letter with the

results shortly. Dr. Ponds congratulated Mr. Knipper for his diligence in our security practices as well as for continuing to partner with Rutgers and The College of New Jersey by offering student teaching opportunities. Dr. Ponds also thanked Mrs. Spadavecchia for her hard work.

Mr. David Vaccaro asked how the new full-day pre-school program was going. Dr. Ponds responded that things are going smoothly with the exception of one staffing change which requires a continued search for a new pre-school teacher.

Motion: Matthew Vaccaro

Seconded: Edmond Monti

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

- o Submission of HIB Cases – January 2019

**Investigations**

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**Confirmed Cases**

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- **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. 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 December 2018 for a total of \$354,320.61 – Attachment 2.1
2. Resolved to approve the budgetary line-item transfers for November 2018 – Attachment 2.2
3. Resolved to accept the Treasurer’s Report for month ending November 2018 – Attachment 2.3
4. Resolved to accept the Report of Secretary to the Moonachie Board of Education for month ending November 2018 – Attachment 2.4
5. Resolved to approve the Check Register for the month of December 2018 for \$240,842.65 - Attachment 2.5

6. Resolved to approve the Payroll Check Register for January 15, 2019 for \$89,351.99 – Attachment 2.6
7. Resolved to approve the IXL Learning renewal quote for \$2,400.00 for IXL Math site license, grade PK – 8 – Attachment 2.7
8. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for January 2019 that no budgetary line item account has encumbrances and expenditures, which in total exceed the amount appropriated by the Moonachie Board of Education.
9. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for January 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.
10. Resolved to approve check #1123 to Carlstadt-East Rutherford Regional Board of Education in the amount of \$11,430.00 from the Milk and Lunch account for December 2018 meals.
11. Resolved to authorize the submission of the Preschool Education Aide (PEA) 3 Year Preschool Program Plan for Fiscal Year 2019- 2022 and accept the grant award of these funds upon subsequent approval at a rate of \$13,047 per student with anticipation of 27 students.
12. Resolved to approve the budgetary line-item transfers for December 2018 – Attachment 2.12
13. Resolved to accept the Treasurer's Report for month ending December 2018 – Attachment 2.13
14. Resolved to accept the Report of Secretary to the Moonachie Board of Education for month ending December 2018 – Attachment 2.14

3. Policy

Motion: Charles Pallas

Seconded: Matthew Vaccaro

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

1. Resolved to approve the Uniform Memorandum of Agreement between education and law enforcement officials for the 2018-2019 school year – Attachment 3.1
2. Resolved to approve the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance School Year 2018-2019 – Attachment 3.2
3. Resolved to approve the submission of the New Jersey Department of Education Performance Report to NJ Smart

4. Personnel

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

1. Resolved to approve Kelly Thomson as Part-Time Aide at an hourly rate of \$13.85 effective January 24, 2019.
2. Resolved to approve Danielle Carrione as Reading & Test Coordinator stipend position as per the Moonachie Education Association Collective Bargaining Agreement at an amount of \$819.28 for the remainder of the 2018-2019 school year.
3. Resolved to approve Sabrina Jenkins as K-6 Teacher at BA Step 1 for an annual rate of \$49,045, prorated for the remainder of the 2018-2019 school year, pending outcome of Criminal History Background Screening.
4. Resolved to approve Allison Stanisci as Special Education Teacher for the remainder of the 2018-2019 school year at her existing contractual step of MA15/8 and annual salary of \$70,730.
5. Resolved to approve Ryan Jones as Custodian for an annual rate of \$40,000, effective January 18, 2019 prorated for the remainder of the 2018-2019 school year and contingent upon successfully obtaining a Black Seal Low Pressure Boiler License within the 2018-2019 school year.
6. Resolved to approve Lisa Martin as a volunteer two times per week at no cost for administrative services under the direction of the Director of Curriculum and Instruction.
7. Resolved to approve the Superintendent/Principal to emergent hire for personnel hired between January 23, 2019 – February 12, 2019 upon notification to board members of candidate selection.

5. Curriculum

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

1. Resolved to approve the revised Moonachie School District K-8 Health Curriculum and Pacing Guide for the 2018-2019 school year on display in the Curriculum Office.
2. Resolved to approve the following workshop:

<b>Destination</b>	<b>Date</b>	<b>Cost</b>
Bureau of Education & Research “Practical Strategies for Teaching the Hard to Reach Student” for Danielle Abbruzzesi	Monday March 18, 2019	\$259.00

6. Facilities

Discussion of Heat exchanger in Kindergarten wing and inducer motors in the gymnasium. The Board discussed obtaining quotes to have the heat exchanger replaced immediately. The inducer motor was replaced in October 2018, the Board requested that as the quotes are obtained to have the inducer motors re-checked.

Motion:

Seconded:

Action taken:

7. Old Business        None.

Motion:

Seconded:

Action taken:

8. New Business        None.

Motion:

Seconded:

Action taken:

9. Information Items

1. Average monthly attendance from 12/1/18 – 12/31/18 - Attachment 9.1
2. Monthly report of attendance officer for the month ending December 2018 Attachment 9.2

10. Discussion Items

Mr. Monti reported that at the last Wood-Ridge Board of Education meeting it was announced that they would like to hire a teacher for an afterschool remediation program. Also, students will be offered an opportunity to take a bi-literacy course to satisfy state foreign language proficiency testing.

11. Public Comments

Kathleen Kinsella thanked the Board, Mr. Knipper and Dr. Ponds for their support with the pre-school program. She noted that the grant was underestimated in the amount of work involved, but was grateful to be able to pursue the funding. David Vaccaro then thanked Mrs. Kinsella for successfully obtaining the grant.

Open:        7:16 p.m.

Closed:     7:19 p.m.

12. Adjournment at 7:20 p.m.

Motion: Charles Pallas

Second: Matthew Vaccaro

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

The Board returned to closed session with no further action taken.

Respectfully submitted,

*Laurel Spadavecchia*

Laurel Spadavecchia

Board Administrator/Board Secretary