

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

MINUTES FOR REGULAR MEETING

Robert L. Craig School

Media Center

November 13, 2018

Call to order by Board President Meeting opened at 6:00 p.m.

Roll Call

Members Present: David Vaccaro

Charles Pallas

Edmond Monti

James Campbell

Members Absent: Matthew Vaccaro

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.

• Motion 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:

Seconded:

Action taken:

- Acceptance of Minutes of October 9, 2018, closed session and regular session, and Superintendent Report – Attachment 1.1

Motion: Edmond Monti
 Seconded: Charles Pallas
 Action taken: 4 Ayes. 1 Absent. Motion Approved.

- **PRESENTATION - Critical Response Presentation by the Moonachie Police Department:** Victor Migliorino, School Resource Officer, presented Geospatial eXploitation Products’ photogrammetry mapping and geospatial intelligence software program as an initiative to enhance school security measures. The cost of two geospatial maps are approximately \$900 each and the Moonachie Police Department has offered to pay for half of the cost as well as any upgrades to the system in the event locations throughout the building need to be changed. Officer Migliorino will provide further details to the Board of Education for approval at the December 11, 2018 Board Meeting.

- Acceptance of Correspondence

1. 2018 IDEA Final Report IDEA-B Application approval notification – Attachment 1.2

Motion: Edmond Monti
 Seconded: James Campbell
 Action taken: 4 Ayes. 1 Absent. Motion Approved.

- Superintendent’s Report

Dr. Ponds announced that the students of the Moonachie School District are academically excelling and wishes to commend the staff for all of their hard work.

Motion: Edmond Monti
 Seconded: Charles Pallas
 Action taken: 4 Ayes. 1 Absent. Motion Approved.

- Students of the Month

| <u>October</u> | <u>Grade</u> |
|---------------------|--------------|
| Jessica Chimbay | 2 |
| Ambar Avila | 3 |
| J-Lin De Los Santos | 8 |

- **Submission of HIB Cases – September & October 2018**

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

- 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: 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 2018 for a total of \$520,657.32 –Attachment 2.1
2. Resolved to approve the Check Register for the month of September 2018 for \$243,465.03 - Attachment 2.2
3. Resolved to approve the Payroll Check Register for October 15, 2018 for \$89,906.77 – Attachment 2.3
4. Resolved to approve the Payroll Check Register for October 31, 2018 for \$89,139.36 – Attachment 2.4
5. Resolved to accept the Treasurer’s Report for month ending September 2018 – Attachment 2.5
6. Resolved to approve the budgetary line-item transfers for September 2018 – Attachment 2.6
7. Resolved to accept the Report of Secretary to the Moonachie Board of Education for month ending September 2018 – Attachment 2.7
8. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for November 2018 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 November 2018 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 the submission of the Comprehensive Maintenance Plan Report for FY 17-18 Actual, FY 18-19 Budgeted, and FY 19-20 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 2.10

11. Resolved to approve the Contracted Service Agreements between the Moonachie Board of Education and South Bergen Jointure Commission for the following services for the 2018-2019 school year – Attachment 2.11
12. Resolved to accept the Stop & Shop \$25.00 gift card donation to be used in the 2018-2019 school year YMCA afterschool program – Attachment 2.12
13. Resolved to accept the Walmart \$150.00 cash donation to be used in the 2018-2019 school year YMCA afterschool program – Attachment 2.13
14. Resolved to accept the Inserra Supermarkets Shoprite \$1000.00 (10 @ \$100 gift cards) gift card donation to be used in the 2018-2019 school year YMCA afterschool program – Attachment 2.14
15. Resolved to approve the One to One Aide Agreement between the Moonachie Board of Education and the Wood-Ridge Board of Education for the 2018-2019 school year – Attachment 2.15
16. Resolved to renew the BrainPOP online subscription for the 2018-2019 school year – Attachment 2.16
17. Resolved to approve the contract with Group Tours and Travel, LLC for 8th grade Washington D.C. Trip on May 13-15, 2019 – Attachment 2.17
18. Resolved to approve check #1120 to Carlstadt-East Rutherford Regional Board of Education in the amount of \$12,430.00 from the Milk and Lunch account for September 2018 meals.
19. Resolved to approve the Corrective Action Plan to reduce Legal Fees in Line with State Regulations – Attachment 2.19
20. Resolved to approve the Swing Education Services Agreement for Substitute Teachers and Other Temporary Resources – Attachment 2.20
21. Resolved to approve the increased NJSBA Convention hotel reimbursement rate, upon recommendation from Lerch, Vinci & Higgins, LLP, to \$124.00 per room per night from \$99.00 per room per night for a total increase of \$300.00, as hotels at the reimbursement rate were unavailable at the time of booking.
22. Resolved to approve the professional consulting fees and data management non-pensionable stipend in the amount of \$5,000.00 for the 2018-2019 school year for James Knipper for additional duties of data gathering and input as well as assisting with state reporting as it relates to Pre-school Education Expansion Aid (PEEA) grant.

3. Policy

Motion: Charles Pallas

Seconded: Edmond Monti

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

1. Resolved to approve the School Bus Emergency Evacuation Drill report (in accordance with N.J.A.C. 6A:27-11.2) as follows: on October 4, 2018, between 8:05 – 8:15 a.m., all bus students in the Robert L. Craig School, 20 West Park Street, Moonachie, NJ, 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 – Attachment 3.1
2. Resolved to approve the NJDOE School Self-Assessment for Anti-Bullying of Rights Act – Attachment 3.2

4. Personnel

Motion: Edmond Monti

Seconded: James Campbell

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

1. Resolved to approve Allison Stanisci as Pre-K Special Education Teacher for the Preschool Education Expansion Aid (PEEA) program, effective January 2, 2019 for the remainder of the 2018-2019 school year at her existing contractual step of MA15/8 and annual salary of \$70,730.
2. Resolved to approve the job posting for Special Education K-6 Teacher effective January 2, 2019 for the remainder of the 2018-2019 school year – Attachment 4.2
3. Resolved to approve Jaime Migliorino as Classroom Aide for the Preschool Education Expansion Aid (PEEA) program at an annual salary of \$20,000 pro-rated for an effective date of January 2, 2019 for the remainder of the 2018-2019 school year.
4. Resolved to approve Lauren Barnaba as Classroom Aide at an annual salary of \$20,000 pro-rated for an effective date of October 1, 2018 for the remainder of the 2018-2019 school year.
5. Resolved to accept the resignation of Romina Grisha, Part-Time Classroom Aide, effective November 13, 2018.
6. Resolved to approve Mariaelena Soto as Part-Time School Aide, at a rate of \$13.85 per hour for the 2018-2019 school year pending Criminal History Background Screening.
7. Resolved to approve Kelly Thomson as a Long-Term Substitute Teacher for the period of November 12, 2018 through December 21, 2018 following the Long-Term Substitute pay scale, after this assignment to remain as a Substitute Teacher at the rate of \$100.00 per diem for the 2018-2019 school year, pending Criminal History Background Screening.
8. Resolved to accept the resignation of Guilio Villani, Custodian, effective December 31, 2018 – Attachment 4.7

9. Resolved to approve the job posting for Custodian for the remainder of the 2018-2019 school year – Attachment 4.8

5. Curriculum

Motion: Charles Pallas
 Seconded: James Campbell
 Action taken: 4 Ayes. 1 Absent. Motion Approved.

1. Resolved to approve the following field trips:

| Destination | Date | Cost |
|---|-----------------|--|
| Macy’s Parade Float Exhibition 3 rd Grade | 11/13/18 | \$200.00 bus; (prior approval on 10/9/18 stated the bus as \$150.00) |
| Washington, D.C. | May 13-15, 2019 | \$500.00 transportation plus \$2.00 per student |

2. Resolved to approve the following workshop:

| Destination | Date | Cost |
|--|---------------------------------------|-------------|
| PEEA Cohort 3 Supervisors and Administrators Training – Mr. James Knipper | December 6, 2018 9:30 am – 3:30 pm | No cost |

3. Resolved that the Moonachie Board of Education approve the revised World Language K-8 Curriculum, file is on review in the office of the Director of Curriculum.
4. Resolved that the Moonachie Board of Education approve the revised Social Studies K-8 Curriculum, file is on review in the office of the Director of Curriculum.

6. Facilities

1. Update on PA System Replacement

Laurel Spadavecchia answered the Board’s previous questions regarding whether POTS lines were eventually going to be eliminated and if the new phones could be converted to IP phones in the future. It was determined that POTS lines would not be eliminated in the near future and offer a more consistent phone system as IP phones could be problematic with going down when the internet is down. However, if the Board wishes to convert to an IP phone system in the future, an ATA device could be installed for approximately \$2000. Dr. Ponds stated that the existing PA system has been operating up to standards after a part was replaced in the summer and staff have been further trained on the use of the system.

The Board decided to revisit the replacement of the PA system in the spring during budget planning provided the system is running efficiently. Dr. Ponds assured the Board that if there are any more problems, we will meet to discuss replacement immediately.

2. Discussion of water leaks by the archive room:

Due to the heavy rainy season this fall, there have been water entering the building by the back entrance door. The Business Administrator will continue to monitor the area and keep the Board apprised if the problem continues.

Motion:

Seconded:

Action taken:

7. Old Business None.

Motion:

Seconded:

Action taken:

8. New Business

Mr. Pallas requested the following to be inserted in the minutes:

“Dr. Ponds has worked diligently with our grammar school teachers to increase the scaled scores of our 3rd grade students on the Star tests in both reading and math, and the improvements are impressive. In September of 2017, in Reading, 61% of our students were in need of intervention, and in Math 54%. In September of 2018, instead of 61% of our 3rd graders being in need of intervention in Reading, it was reduced to 26%, and in Math, instead of 54%, it was also reduced to 26%. In addition, as a result again of Dr. Ponds, for the first time, our school has met all of our academic requirements on our school accountability report.”

Motion:

Seconded:

Action taken:

9. Information Items

1. Average monthly attendance from 10/1/18 – 10/31/18 - Attachment 9.1
2. Monthly report of attendance officer for the month ending October 2018 Attachment 9.2

10. Discussion Items

Edmond Monti reported that at the Wood-Ridge Board of Education meeting, there was nothing to report of concern to our school. Mr. Knipper stated that he reached out to Dr. DeNobile, Assistant Superintendent, to confirm that all communications that affect our students will be shared between the schools. Dr. Ponds also noted that our Child Study Team Director also attends the Wood-Ridge Board of Education meetings and will relay information back.

11. Public Comments None.
Open: 8:07 p.m.
Closed: 8:08 p.m.

12. Adjournment from Public Session at 8:10 p.m.
Motion: James Campbell
Seconded: Charles Pallas
Action taken: 4 Ayes. 1 Absent. Motion Approved.
No further closed session took place.

Respectfully Submitted,

Laurel Spadavecchia

Laurel Spadavecchia
Business Administrator/Board Secretary