

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

MINUTES FOR REGULAR MEETING

Robert L. Craig School

Cafeteria

July 22, 2025

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

Roll Call

Members Present: David Vaccaro
Matthew Vaccaro
Candace Tarabocchia

Members Absent: Edmond Monti
Radley Macalintal

Also Present: James Knipper, Superintendent
Laurel Spadavecchia, Business Administrator

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 9, 2025, closed session and regular session, and Superintendent Report – Attachment 1.1

Motion: Matthew Vaccaro

Seconded: Candace Tarabocchia

Action taken: 3 Ayes. 2 Absent. Motion Approved.

- Acceptance of Correspondence

Motion: Candace Tarabocchia

Seconded: Matthew Vaccaro

Action taken: 3 Ayes. 2 Absent. Motion Approved.

- Approval by the New Jersey Department of Education of the Temporary Instructional Space off the cafeteria – Attachment 1.2
- Approval by the New Jersey Department of Education of the Temporary Instructional Space on the gym stage – Attachment 1.3

- Approval by the New Jersey Department of Education of the Toilet Room Facilities Pre-K and Kindergarten Classrooms Room 9–Attachment 1.4
- Approval by the New Jersey Department of Education of the Toilet Room Facilities Pre-K and Kindergarten Classrooms Room 11–Attachment 1.5
- Board of Education Award Thank You Letter from Dayana Arias – Attachment 1.6
- Board of Education Award Thank You Letter from Valentina Arias – Attachment 1.7
- Board of Education Award Thank You Letter from Emely Sanchez – Attachment 1.8
- Board of Education Award Thank You Letter from Carmela Vocaturo – Attachment 1.9
- New Jersey Department of Agriculture School Food Authority to School Food Authority Final Approval Letter FY26 – Attachment 1.10
- Grow NJ Kids Successful Completion letter and Official Notification of a 3-star performance rating – Attachment 1.11
- Board of Education Award Thank You Letter from Matthew Izaquirre – Attachment 1.12
- New Jersey Department of Education 2025-2026 Preschool Program Budget Approval Letter – Attachment 1.13

- Superintendent’s Report

Motion: Candace Tarabocchia

Seconded: Matthew Vaccaro

Action taken: 3 Ayes. 2 Absent. Motion Approved.

Mr. Knipper announced that staff are actively preparing for the 2025-2026 school year and teachers are preparing their rosters. Back to school packets will be sent to families in the beginning of August. He will also send correspondence home to apprise families of the Costco donation of backpacks that the district received. Backpacks will be available to all students in the district. He also thanked the custodians for their hard work in preparing the school for the new year.

Family Fun Day will take place on August 2, 2025 from 1:00 p.m. – 4:00 p.m. at the park. Mr. Knipper thanked the Mayor and Council for sponsoring this event.

Mr. Knipper also announced an important update to Title funding. To date, schools across the country have not received information regarding the allocation of Federal Title funds for the upcoming school year. As a long-standing recipient of Title 1, II, III and IV funding, these resources have been essential to supporting our academic programming, professional development

and student services. Without this funding, we will have to reconsider or potentially modify some key programs. We remain hopeful that further guidance will be provided soon and will continue to keep our school community informed.

Lastly, Mr. Knipper announced the resignation of a district teacher, Ms. Gianna Vitetta and read her resignation letter. She was a valued employee and will be missed. He wished her the best of luck in her new position. Ms. Tarabocchia also wished Ms. Vitetta all the best. Mr. David Vaccaro stated that she left her mark on the district.

- **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: Candace Tarabocchia

Seconded: Matthew Vaccaro

Action taken: 3 Ayes. 2 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 June 2025 for a total of \$941,873.90 – Attachment 2.1
2. 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 July 2025 for a total of \$304,114.50 – Attachment 2.2
3. Resolved to approve the Check Register for the month of May 2025 and UnPosted Checks for \$414,722.20 - Attachment 2.3
4. Resolved to approve the Payroll Check Register for June 15, 2025 for \$123,595.28, with gross pay wages of \$216,121.94 – Attachment 2.4
5. Resolved to approve the Payroll Check Register for June 30, 2025 for \$52,541.84, with gross pay wages of \$245,078.56 – Attachment 2.5
6. Resolved to approve the Payroll Check Register for July 15, 2025 for \$33,381.93, with gross pay wages of \$48,448.01 to include Summer Savings payouts of \$58,919.72 – – Attachment 2.6
7. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for July 2025 that no budgetary line item account has encumbrances and expenditures, which in total exceed the amount appropriated by the Moonachie Board of Education.

8. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for July 2025 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.
9. Resolved to approve the submission and acceptance of the grant award of the Individuals with Disabilities Education Act (IDEA) application for Fiscal year 2026 of \$5,822 for Pre-School and \$108,872 for Basic allocations.
10. Resolved to approve check #1218 in the amount of \$2,131.00 from the Milk & Lunch account to Payschools for the Annual Software/Hardware Maintenance Annual Agreement – Attachment 2.10
11. Resolved to accept the Treasurer's Report for month ending May 2025 – Attachment 2.11
12. Resolved to accept the Report of the Secretary to the Moonachie Board of Education for month ending May 2025 – Attachment 2.12
13. Resolved to approve budgetary line-item transfers for May 2025 – Attachment 2.13
14. Resolved to accept the Treasurer's Report for month ending June 2025 – Attachment 2.14
15. Resolved to accept the Report of the Secretary to the Moonachie Board of Education for month ending June 2025 – Attachment 2.15
16. Resolved to approve budgetary line-item transfers for June 2025 and Transfer Report 2024-2025 – Attachment 2.16
17. Resolved to approve, pursuant to the provision of Title 18A: 18A-42, the Moonachie Board of Education to continue to participate as a member of the South Bergen Workers Compensation Pool for the 2025-2026 school year – Attachment 2.17
18. Resolved to approve the Check Register for the month of June 2025 and UnPosted Checks for \$941,873.90 ✓ - Attachment 2.18
19. Resolved to approve check #1219 to Carlstadt-East Rutherford Regional Board of Education in the amount of \$7,928.12 from the Milk and Lunch account for June 2025 meals.
20. Resolved to accept the donation of \$500 worth of sporting equipment from the Community Food Bank of New Jersey to include scooters, sidewalk chalk, soccer balls and cones, basketballs, footballs, cornhole boards and a badminton set to promote health behaviors within the school community.
21. Resolved to approve the 2025-2026 Linkage Agreement between the Moonachie Board of Education and the South Bergen Jointure Commission – Attachment 2.21
22. Resolved to approve the following insurance policies through Polaris Galaxy Insurance for the 2025-2026 school year – Attachment 2.22

Policy Type	Company	Cost
Property, Boiler & Machinery	SAIF	\$46,791
Environmental & EDP	SAIF	\$1,153
Crime	SAIF	\$374
General Liability & Auto	SAIF	\$9,916
School Board Legal & Excess	SAIF	\$18,908
Xs School Board Legal	SAIF	\$1,349
NJUEP Catastrophic Excess Commercial Umbrella	Acrisure NJ Partners Insurance Services	\$20,557
Travel Accident Policy	AC Newman	\$1,000
Commercial Flood Insurance	Voyager Indemnity	\$21,501
Surety Bond: Spadavecchia	Hartford	\$800
Surety Bond: Turner	Hartford	\$1000

23. Resolved to approve the Special Education Tuition Contract Agreement Summer 2025 between the Moonachie Board of Education and the South Bergen Jointure Commission – Attachment 2.23
24. Resolved to approve the quote from Cintas for the Fire Extinguisher Inspections at \$2,537.45 for the 2025-2026 school year – Attachment 2.24
25. Resolved to approve the Special Education Tuition Agreement for Extended School Year Summer 2025 between the Moonachie Board of Education and the Bergen County Special Services – Attachment 2.25
26. Resolved to approve the Contracted Services Agreement for a 1:1 Aide for the Extended School Year Summer 2025 between the Moonachie Board of Education and the South Bergen Jointure Commission – Attachment 2.26
27. Resolved to approve the Tuition Contract for Approved Private Schools for Students with Disabilities between the Moonachie Board of Education and the Bergen Center for Child Development for the 2025-2026 school year – Attachment 2.27
28. Resolved to approve the Shared Services Spanish Teacher Agreement between the Moonachie Board of Education and the North Arlington Board of Education for the 2025-2026 school year – Attachment 2.28
29. Resolved to approve the Karl Environmental Group AHERA Surveillance Program & Indoor Air Quality Inspection for the 2025-2026 school year, Proposal No. P25-0660 – Attachment 2.29
30. Resolved to approve the Contracted Services Agreement between the Moonachie Board of Education and the South Bergen Jointure Commission for Summer 2025 – Attachment 2.30
31. Resolved to approve the Contracted Services Agreement between the Moonachie Board of Education and the South Bergen Jointure Commission for the 2025-2026 school year – Attachment 2.31

32. Resolved to approve the Finalsite Active Internet Technologies Core Communications Platform renewal for the 2025-2026 school year – Attachment 2.32
33. Resolved to renew Imagine Language & Literacy License for the 2025-2026 school year – Attachment 2.33
34. Resolved to approve the Strauss Esmay Associates School Policy & Regulation Consultants renewal for the 2025-2026 school year – Attachment 2.34
35. Resolved to approve the renewal of Teaching Strategies for Early Childhood Creative Curriculum Cloud, PD Teacher Membership, and AI's Pals: Kids Making Health Choices Curriculum Kit, cost to be allocated to the Preschool Education Aid Grant for the 2025-2026 school year – Attachment 2.35
36. Resolved to approve the donation of paper and teacher supplies from FLOMO USA in the value of approximately \$200.00.
37. Resolved to increase the bid threshold whereas, Laurel Spadavecchia, School Business Administrator/Board Secretary, possesses a Qualified Purchasing Agent (QPA) certificate;

Whereas, the State Treasurer, in consultation with the Governor and pursuant to N.J.S.A. 52:34-7 and N.J.S.A. 18A:18A-3 (b), has increased the bid threshold amount for school districts with a Qualified Purchasing Agent, from \$44,000 to \$53,000, effective July 1, 2025;

NOW, THEREFORE BE IT RESOLVED that the Moonachie Board of Education pursuant to N.J.S.A. 18A:18A-3 (a) establishes and sets the bid threshold amount of \$53,000 for the school district, and further authorizes the School Business Administrator/Board Secretary, the Qualified Purchasing Agent, to award contracts, in full accordance with N.J.S.A. 18A:18A-3 (a), for those purchases that do not exceed in the aggregate of the newly established bid threshold amount.

Furthermore, for contracts in the aggregate that are less than the bid threshold but fifteen percent (15%) or more of the amount, the School Business Administrator/Board Secretary shall award contracts after soliciting at least two competitive quotations.

The School Business Administrator/Board Secretary, pursuant to N.J.S.A. 18A:18A-37 (c), is authorized to award contracts that are in the aggregate less than fifteen percent (15%) of the bid threshold without soliciting competitive quotations.

3. Policy

Motion: Candace Tarabocchia

Seconded: Matthew Vaccaro

Action taken: 3 Ayes. 2 Absent. Motion Approved.

1. Resolved to approve the Local Educational Agency Guidance for Chapter 27 Emergency Virtual or Remote Instruction Programs for the 2025-2026 School Year – Attachment 3.1
2. Resolved to approve the submission of the 2024-2025 School Register Summary Data Collection through the NJ Homeroom online platform to satisfy school enrollment and attendance reporting requirements – Attachment 3.2
3. Resolved to approve the submission of the Student Safety Data System and accept the 2024-2025' Incidents Report on Violence, Vandalism, Substances, Weapons, and HIB Confirmed for Report Period 2 Final Report: January 1-June 30, 2025 – Attachment 3.3

4. Personnel

Motion: Matthew Vaccaro

Seconded: Candace Tarabocchia

Action taken: 3 Ayes. 2 Absent. Motion Approved.

1. Resolved to approve William Mildon as the District School Safety Specialist for the 2025-2026 school year.
2. Resolved to approve Izabella Morra as Teacher at BA/Step 1 at an annual salary of \$54,500.00, pending certification and the outcome of the Criminal History Background Screening.
3. Resolved to approve DignaMaria Rodriguez as Substitute Teacher for the 2025-2026 school year, pending outcome of the Criminal History Background Screening.
4. Resolved to approve a paternity leave of absence for Ryan Jones commencing approximately July 23, 2025 through September 2, 2025 per Family Leave Act (FMLA) regulations without pay, to be supplemented by use of vacation time and NJ Family Leave Insurance (NJFLI) – Attachment 4.4
5. Resolved to approve Robert Smith as Substitute Custodian at an hourly rate of \$19.00 for the 2025-2026 school year pending outcome of Criminal History Background Screening.
6. Resolved to approve Isabella Laurentino as Social Worker Intern from Montclair State University for the 2025-2026 school year at no cost to the district, pending outcome of the Criminal History Background Screening.
7. Resolved to approve the resignation of Gianna Vitetta, Teacher, effective September 20, 2025 – Attachment 4.7

5. Curriculum

Motion: Candace Tarabocchia
 Seconded: Matthew Vaccaro
 Action taken: 3 Ayes. 2 Absent. Motion Approved.

1. Resolved to approve the revised Moonachie Public Schools Calendar 2025-2026 – Attachment 5.1
2. Resolved to approve the following workshops, field trips and facility requests:

Destination	Date	Cost
TCNJ Teacher Climate and Culture Institute, Ewing, NJ ~ Dana Genatt, Natasha Dillon	July 29, 2025	No cost except travel
School Security Workshop & Symposium ~ James Knipper	July 16, 2025	No Cost except travel
Behavior Webinar 40 hour RBT Training Course ~Natasha Dillon, Jaime Migliorino, Allison Maccarone	Online	\$149.94 plus \$3085 in salary

3. Resolved to approve the Robert L. Craig School Parent/Student Handbook for the 2025-2026 school year on display in the Main Office – Attachment 5.2
4. Resolved to approve the Robert L. Craig School 2025-2026 Operational Manual on display in the main office – Attachment 5.3

6. Facilities

Motion: Matthew Vaccaro
 Seconded: Candace Tarabocchia
 Action taken: 3 Ayes. 2 Absent. Motion Approved.

Discussion of Bathroom Renovations Project:

Mr. Knipper presented the quote for services from DMR Architects to renovate 8 bathrooms in the Robert L. Craig School. The Board agreed to curb this until the full Board was in attendance. Also, Mr. David Vaccaro stated that in lieu of federal funding in question, he suggested waiting until the district was informed of the federal entitlement allocations before proceeding with the project. The Board is in agreement.

1. Resolved to approve the quote from Aeromark Mechanical, Inc. for the quarterly filter change and maintenance of 9 rooftop HVAC units – Attachment 6.1
2. Resolved to approve the List of Discarded Items – Attachment 6.2

7. Old Business None.

Motion:
 Seconded:
 Action taken:

8. New Business None.

Motion:

Seconded:

Action taken:

9. Information Items

1. Average monthly attendance from 6/1/25 – 6/30/25 - Attachment 9.1
2. Monthly report of attendance officer for the month ending June 2025 Attachment 9.2
3. 2024-2025 School Year Attendance Report – Attachment 9.3

10. Discussion Items

Ms. Tarabocchia and Ms. Jessica Doneman discussed the PTO plans for the 70th Birthday Bash. It was originally planned for October but due to timing of the paving project, it was suggested that it take place in the Spring between a committee of PTO members and Borough officials. Also, they presented starting a “Community Day” volunteer program to assist the senior citizen population in Moonachie. Mr. Knipper will reach out to Mr. Greg Keelen to find out if this can be service hours for the National Junior Honor Society club. Mr. David Vaccaro will also reach out to Mayor Vaccaro to investigate any legal issues, costs, insurance riders or liability issues that would have to be considered before approval.

11. Public Comments None.

Open: 6:53 p.m.

Closed: 6:54 p.m.

12. Adjournment at 6:55 p.m.

Motion: Matthew Vaccaro

Second: Candace Tarabocchia

Action Taken: 3 Ayes. 2 Absent. Motion Approved.

Respectfully Submitted,

Laurel Spadavecchia

Laurel Spadavecchia, Business Administrator/Board Secretary