

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

MINUTES FOR REGULAR MEETING

Robert L. Craig School
Cafeteria
May 7, 2024

Call to order by Board President

Meeting opened at 6:30 p.m.

Roll Call

Members Present: David Vaccaro
Edmond Monti
Matthew Vaccaro
Candace Tarabocchia
Radley Macalintal

Members Absent: None

Also Present: James Knipper, Superintendent/Principal
Laurel Spadavecchia, Business Administrator/Board Secretary
Marcie Mackolin, 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 April 23, 2024, closed session and regular session, and Superintendent Report – Attachment 1.1

Motion: Edmond Monti

Seconded: Matthew Vaccaro

Action taken: 5 Ayes. Motion Approved.

- Acceptance of Correspondence None.

Motion:

Seconded:

Action taken:

- Superintendent’s Report

Mr. Knipper thanked Mrs. Spadavecchia for the presentation of the 2024-2025 school budget. He reiterated the fact that as the grants terminate at the end of this school year, we will still need to prioritize replenishing Capital Reserve to continue to maintain and upkeep the building. We have been very mindful of the use of our grant funding and this has helped reduce our expenses so that we could use the surplus to fund our reserve accounts.

Motion: Matthew Vaccaro

Seconded: Edmond Monti

Action taken: 5 Ayes. Motion Approved.

- PRESENTATION – Public Hearing 2024-2025 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: Candace Tarabocchia

Seconded: Radley Macalintal

Action taken: 5 Ayes. Motion Approved.

1. SUBMISSION OF FINAL 2024-2025 BUDGET

WHEREAS, the preliminary 2024-25 school budget was approved for submission to the Executive County Superintendent by the Board of Education on March 12, 2024, and

WHEREAS, the Moonachie Board of Education authorized the submission of the 2024-2025 Preliminary School Budget to the Bergen County Executive Superintendent of Schools with the following Fund Allocations and requested waivers:

<u>Budget Totals:</u>	<u>2024-2025 Budget</u>	<u>Local Tax Levy</u>
Total General Fund	\$ 13,537,214	10,034,562.00
Total Special Revenue Fund	\$ 959,899	0.00
Total Debt Service Fund	\$ 0.00	\$ 0.00
Totals	\$ 14,497,113	\$ 10,034,562.00

Be it resolved that the General Fund tax levy \$10,034,562.00 is approved to support the 2024-2025 school year budget.

BE IT FURTHER RESOLVED that the Moonachie Board of Education authorize the inclusion of \$160,000 from Maintenance Reserve into the preliminary 2024-2025 budget for required maintenance.

BE IT FURTHER RESOLVED that the Moonachie Board of Education authorize the inclusion of \$1,300,000 from Capital Reserve into the preliminary 2024-2025 budget for repair to the exterior building façade, repair to the sewer system, repair structural damage to the plumbing system, repair of hallway flooring, and repair or replacement of older HVAC units of the Robert L. Craig School.

BE IT FURTHER RESOLVED that the Moonachie Board of Education authorize the use of the Enrollment Adjustment in the amount of \$21,558 for use in the 2024-2025 school year.

BE IT FURTHER RESOLVED that the Moonachie Board of Education authorize the use of the Healthcare Adjustment in the amount of \$32,680 for use in the 2024-2025 school year.

BE IT FURTHER RESOLVED that the Moonachie Board of Education authorize the inclusion of Use of Banked Cap in the amount of \$84,784. In accordance with the N.J.A.C. 6A:23A-10.3 (b), the district has fully exhausted all eligible statutory spending authority. The adjustment will be used to accommodate increasing enrollment in the general education, special education and preschool education population and the subsequent associated costs. The Moonachie Board of Education will complete this by the end of the 2024-2025 budget year and acknowledges that it cannot be deferred or incrementally completed over a larger period of time.

2. Resolved that the Moonachie Board of Education establish the school district travel maximum expenditure amount for the 2024-2025 school year as per N.J.A.C. 6A:23B-1.2 (b) not to exceed \$15,000. The maximum amount for the 2023-2024 school year was budgeted at \$15,000 and the amount spent as of March 12, 2024 for the 2023-2024 school year is \$7,797.10. 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, and for work performed for April 2024 for a total of \$207,560.94–Attachment 2.3
4. Resolved to approve the Check Register for the month of April 2024 for \$467,048.99 - Attachment 2.4

5. Resolved to approve the Payroll Check Register for April 30, 2024 for \$112,867.08 with gross pay wages of \$195,581.80 – Attachment 2.5
6. Resolved to approve the School Tax Levy Payment Schedule for the 2024-2025 school year – Attachment 2.6
7. Resolved to approve the Shared Services Agreement for Technology Support Services between the Moonachie Board of Education and Bergen County Technical Schools Board of Education for the 2024-2025 school year – Attachment 2.7
8. Resolved to approve the Breakfast and Lunch Program Meal Prices for the 2024-2025 School Year as follows:

<u>Program</u>	<u>Cost to District</u>	<u>Full Price</u>	<u>Reduced Price</u>
Breakfast	\$3.08	\$3.00	\$.30
Lunch	\$4.78	\$4.50	\$.40
Milk	\$.35	\$.35	----

and approve a vended meals agreement with Carlstadt – E. Rutherford Regional High School District for vended meals to include delivery, set up and steamtable at a cost of \$3.08 per breakfast and \$4.78 per lunch.

3. Policy None.
 Motion:
 Seconded:
 Action taken:

4. Personnel
 Motion: Edmond Monti
 Seconded: Matthew Vaccaro
 Abstain: Radley Macalintal
 Action taken: 4 Ayes. 1 Abstain. Motion Approved.
 1. Resolved to reappoint the following non-tenured professional staff for the 2024-2025 school year – Attachment 4.1
 2. Resolved to approve Dana Genatt as Director of Curriculum and Instruction for the 2024-2025 school year – Attachment 4.2
 3. Resolved to approve Dana Genatt as Homeless Liaison for the 2024-2025 school year.
 4. Resolved to reappoint Ernest Turner as Treasurer of School Monies for the 2024-2025 school year at an annual fee of \$6,500.00.
 5. Resolved to change Kimberly Schmidt from Part-Time Music Teacher to Full-Time Music Teacher at step BA/10 for an annual salary of \$69,065 for the 2024-2025 school year.
 6. Resolved to approve the resignation of Stefano Cirillo as Head Custodian effective August 31, 2024 – Attachment 4.6
 Mr. David Vaccaro wanted to wish Mr. Cirillo an enjoyable retirement. He stated that he worked long and hard for the district and saved the district a

lot of money by applying his knowledge to upkeep the building without having to call outside vendors.

5. Curriculum

Motion: Matthew Vaccaro

Seconded: Candace Tarabocchia

Action taken: 5 Ayes. Motion Approved.

1. Resolved to approve the Moonachie School District Preschool Intervention & Referral Team (PIRT) Handbook – Attachment 5.1
2. Resolved to approve the following field trips/workshops:

Destination	Date	Cost
Wood-Ridge High School Orientation ~ Greg Keelen	6/17/24 11:30am–2:30 pm	Bus: \$400 Teacher coverage: \$200
PTO Father’s Day Sale ~ PTO Members	June 3-5, 2024 During school hours and 6/4/24 3pm-6pm	No Cost
Teterboro Airport - Drama Club ~Greg Keelen	TBD	Bus will be provided by the Borough of Moonachie

6. Facilities

Motion: Edmond Monti

Seconded: Radley Macalintal

Action taken: 5 Ayes. Motion Approved.

Discussion of the repair or replacement of an HVAC unit

Mrs. Spadavecchia informed the Board that the HVAC rooftop unit in Room 30 off the cafeteria has not been working. She obtained one quote to repair the unit at approximately \$6000 and to replace at approximately \$15,000. Two other companies have been contacted to obtain a quote, however neither has been able to provide one. The Board is in agreement to replace the older unit, however they would still like to have more quotes. Mrs. Spadavecchia will reach out to other vendors and report back to the Board.

1. Resolved to approve the Department of Health Services Sanitary Inspection Report – Attachment 6.1

7. Old Business None.

Motion:

Seconded:

Action taken:

8. New Business None.
Motion:
Seconded:
Action taken:

9. Information Items

1. Average Monthly Attendance from 4/1/24 – 4/31/24 – Attachment 9.1
2. Monthly Report of Attendance officer for the month of April 2024 – Attachment 9.2

10. Discussion Items

11. Public Comments

Open: 7:29 p.m.

Closed: 7:33 p.m.

Mr. Matteo Detullio, 13 Henry Street, stated that a big tree branch fell onto his property. He removed the limb, but is asking the school to find out if the tree is dead or alive. Mr. Vaccaro said they would investigate and get back to him.

Mr. Greg Keelen thanked Mr. Stefano Cirillo for his years of service and called him the “soul of this building.” He would like the Moonachie Education Association and administration to work together to celebrate his retirement.

Mr. Anthony Cirillo congratulated Mrs. Spadavecchia on a nice presentation of the budget. He also thanked Mr. Cirillo for his excellent work.

12. Adjournment 7:34 p.m.

Motion: Edmond Monti

Seconded: Matthew Vaccaro

Action taken: 5 Ayes. Motion Approved.

Respectfully submitted,

Laurel Spadavecchia

Laurel Spadavecchia