

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

MINUTES FOR REGULAR MEETING

Robert L. Craig School

Media Center

October 15, 2019

Call to order by Board President

Meeting opened at 6:30 p.m.

Roll Call

Members Present: David Vaccaro

Charles Pallas

Matthew Vaccaro

James Campbell

Members Absent: Edmond Monti

Also Present: Dr. Jonathan Ponds, Superintendent/Principal

Laurel Spadavecchia, Business Administrator/Board Secretary

James Knipper, Director of Curriculum & Instruction

Jillian Freda, 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: James Campbell

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

- Acceptance of Minutes of September 24, 2019, closed session and regular session, and Superintendent Report – Attachment 1.1

Motion: Charles Pallas  
 Seconded: Matthew Vaccaro  
 Action taken: 4 Ayes. 1 Absent. Motion Approved.

- PRESENTATION – State Assessment Performance Data by James Knipper - Attachment 1.2

- Acceptance of Correspondence None.

Motion:  
 Seconded:  
 Action taken:

- Superintendent’s Report

Dr. Ponds announced that the Moonachie School District was nominated for the Lighthouse Award and Dr. Ponds will keep the Board apprised as to where the district stands.

After hearing the Performance Data presentation, Mr. David Vaccaro congratulated the team on their hard work. Mr. Pallas was wondering if a statement could be made in the Moonachie Messenger to which Mr. Knipper replied he would look into in. Mr. Knipper noted that it will go in the school newsletter and that the performance improvement was also stressed during Back to School Night. Mr. David Vaccaro stated that parents must be aware of the tremendous growth our students are showing and Mr. Campbell noted that as he sells houses, the top comment from new families is how well our school is performing.

Motion: Matthew Vaccaro  
 Seconded: James Campbell  
 Action taken: 4 Ayes. 1 Absent. Motion Approved.

- Submission of HIB Cases – September 2019

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

- Students of the Month

<u>September</u>	<u>Grade</u>
Joanna Romero	2
Joel Palomo	4
Jordan Cano-Alzate	7

- 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.

Mr. Anthony Cirillo, 12 Bruno Street, wanted to congratulate the team and he would also like to bring the growth in student performance to the Mayor's attention. He stated that to see such growth is a tremendous accomplishment for our district.

Ms. Kathleen Kinsella, 27 Henry Street, and also a district teacher, stated that with all the creative interventions and reaching out to all students, there's not a student who isn't getting all of their needs met.

2. Finance

Motion: Charles Pallas

Seconded: James Campbell

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 2019 for a total of \$401,852.74 – Attachment 2.1
2. Resolved to approve the Check Register for the month of September 2019, Batch 54, for \$135,659.72 - Attachment 2.2
3. Resolved to approve the Check Register for the month of September 2019, Batch 53, for \$1,204.00 – Attachment 2.3
4. Resolved to approve the Payroll Check Register for September 30, 2019 for \$93,470.13 – Attachment 2.4
5. Resolved to accept the Treasurer's Report for month ending August 2019 – Attachment 2.5
6. Resolved to approve the budgetary line-item transfers for August 2019 – Attachment 2.6
7. Resolved to accept the Report of Secretary to the Moonachie Board of Education for month ending August 2019 – Attachment 2.7
8. Resolved to acknowledge receipt of the monthly certification of the Business Administrator/Board Secretary for October 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 October 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 the Moonachie Board of Education Guide for Standard Operating Procedures and Internal Controls – Available for review at the Board Office.
11. Resolved to approve 2019-2020 Budget/Election Calendar – Attachment 2.11
12. Resolved to approve the Special Education Tuition Contract between the Moonachie Board of Education and The Community School, Inc. for the 2019-2020 school year – Attachment 2.12.
13. Resolved to approve the Payroll Check Register for October 15, 2019 for \$97,515.08 – Attachment 2.13
14. Resolved to approve the submission of the Keurig Dr. Pepper – KaBOOM! Let's Play Construction Grant Program Grantee Letter of Agreement – Attachment 2.14

3. Policy

Motion: Matthew Vaccaro

Seconded: James Campbell

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

1. Resolved to approve the Health and Safety Evaluation of School Buildings Checklist Statement of Assurance School Year 2019-2020–Attachment 3.1
2. Resolved to approve the Robert L. Craig School Operational Manual for the 2019-2020 School Year on display at the Curriculum Office.
3. Resolved to approve the School Bus Emergency Evacuation Drill report (in accordance with N.J.A.C. 6A:27-11.2) as follows: On Thursday, September 26, 2019 at 8:00 a.m. all bus students participated in a bus emergency evacuation drill. The drill took place in front of the school and included Bus 1 and Bus 2. James Knipper supervised the drill – Attachment 3.3
4. Resolved to accept the 2018-2019 Incidents Report on Violence, Vandalism, Substances, Weapons, and HIB Confirmed for Report Period 1 and 2 and 2018-2019 School Year – Attachment 3.4
5. Resolved to approve the New Jersey Department of Education School Self-Assessment for Determining Grades under the Anti-Bullying Bill of Rights District and School Grade Report for 2018-2019 – Attachment 3.5
6. Resolved to approve the submission of the New Jersey Department of Education Performance Report to NJ Smart.
7. Resolved to approve the following Revised and new policies and ByLaws:

.01	Introduction (By Law) Revised
.02	Introduction (By Law) Revised
.03	Introduction (By Law) Revised
P2415.06	Unsafe School Choice Option (Revised)_
P2460	Special Education (Revised_
R2460.9	Special Education – Transition From Early Intervention Programs to Preschool Programs (Revised)
R2460.15	Special Education – In-Service Training Needs for Professional & Paraprofessional Staff (New)
R2460.16	Special Education - Instructional Material to Blind or Print-Disabled Students (Re-Adopt)
P2464	Gifted & talented Students (Revised)
P2467	Surrogate Parents & Foster Parents (Revised)
P2622	Student Assessment (Revised)
P3160	Physical Examination (Revised)
R3160	Physical Examination (Revised)
R3218	Use, Possession, or Distribution of Substances (Revised)
P4160	Physical Examination (Revised)
R4160	Physical Examination (Revised)
P5116	Education of Homeless Children (Revised)
R5116	Education of Homeless Children (Revised)
P5517	School District Issued Student Identification Cards (Revised)
P6112	Reimbursement of Federal & Other Grant Expenditures (Revised)
R6112	Reimbursement of Federal & Other Grant Expenditures (Revised)
P7440	School District Security (Revised)
R7440	School District Security (Revised)
P8350	Records Retention (New)
P8630	Bus Driver/Bus Aide Responsibility (Revised)
P8670	Transportation of Special Needs Students (Revised)
P9210	Parent Organizations (Revised)
P9400	Media Relations (Revised)
P3159	Teaching Staff Member/School District Reporting Responsibilities (Revised)
P7446	School Security Program (New)
P4218	Use, Possession, or Distribution of Substances (Revised)
P3218	Use, Possession, or Distribution of Substances (Revised)
P4219	Commercial Driver’s License Controlled Substance & Alcohol Use Testing (Revised)
P1642	Earned Sick Leave Law (New)
R1642	Earned Sick Leave Law (New)

4. Personnel

Motion: Matthew Vaccaro

Seconded: Charles Pallas

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

1. Resolved to approve Kaitlyn O’Shea as Substitute Teacher, at a rate of \$100.00 per day for the 2019-2020 school year pending Criminal History Background Screening.
2. Resolved to approve Kristen Hasch as Part-Time Aide at an hourly rate of \$13.75 effective October 16, 2019 for the remainder of the 2019-2020 school year.

5. Curriculum

Motion: Charles Pallas

Seconded: Matthew Vaccaro

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

1. Resolved to approve the Commission for the Blind to conduct vision screenings for the Pre-K and Kindergarten students on March 16<sup>th</sup> and March 30, 2019 at no cost to the district.
2. Resolved that the Moonachie Board of Education approve the revised Social Studies K-5 Curriculum, file is on review in the office of the Director of Curriculum.
3. Resolved to approve the Moonachie School District Goals & Objectives 2018-2019 Short & Long Term Goals – Attachment 5.3
4. Resolved to approve the Moonachie School District Goals & Objectives 2019-2020 Short & Long Term Goals – Attachment 5.4
5. Resolved to approve the following field trips:

<b>Destination</b>	<b>Date</b>	<b>Cost</b>
Atlantic City Convention Center Robotics Club Exhibition – Joshua Frisch, Valerie Kenny	10/22/19	\$800.00 paid for with Box Tops funds
Macy’s Parade Float Exhibition 3 <sup>rd</sup> Grade -Lee Ten Hoeve, Dana Genatt, Jason Selle Donna Gallo	11/19/19	\$225.00 bus
Paper Mills Playhouse Kindergarten -Kim Samarelli, Mary Freda, Tatiana Llanos	12/4/19	\$325.00 bus Tickets not to exceed \$200.00

2. Resolved to approve the following workshops:

<b>Destination</b>	<b>Date</b>	<b>Cost</b>
NJ American Academy of Pediatrics Annual School Health Conference: Somerset, NJ – Donna Gallo	October 16, 2019	\$195.00 plus travel expense
Bureau of Education & Research: 101 Most Powerful Strategies to Enhance Social Studies Instruction. Newark, NJ – Greg Keelen	January 8, 2020	\$279.00 plus Travel expense

NJECC Digital Citizenship in the Age of Social Media – Joshua Frisch	October 18, 2019	Travel expenses only
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6. Facilities

1. Resolved to accept the State of New Jersey Department of Health Right to Know Survey for Survey Year 2018 – Attachment 6.1

Motion: Matthew Vaccaro

Seconded: James Campbell

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

7. Old Business None.

Motion:

Seconded:

Action taken:

8. New Business None.

Motion:

Seconded:

Action taken:

9. Information Items

1. Average monthly attendance from 9/1/19 – 9/30/19 - Attachment 9.1
2. Monthly report of attendance officer for the month ending September 2019 Attachment 9.2

10. Discussion Items

Mr. David Vaccaro stated that he met with Henry Ossi, DMR Architects along with Mr. Campbell and Mrs. Spadavecchia. Mr. Ossi will report back to the Board with a needs assessment and will also seek out grants that can help with any financing.

11. Public Comments

Open: 7:20 p.m.

Closed: 7:21 p.m.

Lisa Cook of 54 Diamond Way, Moonachie, stated she did not request a closed session meeting because she was expecting a copy of the discipline policy for students to be mailed to her and was only later informed that she should come to the school to pick it up. She will now be sending a written request to attend a closed session of the Board meeting. Mr. David Vaccaro apologized for any miscommunication.

12. Adjournment at 7:23p.m.

Motion: Matthew Vaccaro

Seconded: James Campbell

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

Respectfully submitted,

*Laurel Spadavecchia*

Laurel Spadavecchia

Board Administrator/Board Secretary