LITTLE FALLS SCHOOL DISTRICT BOARD OF EDUCATION

LITTLE FALLS, NEW JERSEY
REGULAR MEETING AGENDA: Tuesday, April 28, 2026

BOARD OF EDUCATION
LITTLE FALLS SCHOOL DISTRICT
LITTLE FALLS, NEW JERSEY

AGENDA
REGULAR MEETING: Tuesday, April 28, 2026 Agenda

I. CALL TO ORDER

II. FLAG SALUTE

III. PUBLIC MEETING STATEMENT

In accordance with the provisions of the New Jersey Public Meetings Act, the Little Falls Board of Education has caused notice of this meeting by notifying the Board's official newspaper, the local parent-teacher associations, and posting same on the Community Bulletin Board and the District's Website.

IV. ROLL CALL

	Yes	No	Abstain/Absent
Ms. Janine Barone			
Ms. Desiree DiBuono			
Ms. Patricia Lijoi			
Ms. Nicole Smith			
Mr. Michael Tullo			
Ms. Shannon Zurbruegg			
Dr. Rachel Capizzi			

V. CORRESPONDENCE

VI. MINUTES

MOVE that the Little Falls Board of Education approve the Minutes of the following Meeting.

1. Regular Meeting – March 24, 2026
2. Executive Meeting Minutes- March 24, 2026

M: S:

VII. OPEN MEETING TO THE PUBLIC – (**Limited to Agenda Items Only**)
M: S:

VIII. PRESENTATION-
1. HORNET OF THE MONTH

SCHOOL #1
- 5TH Grade- Isabel Crespo
- 6th Grade- Delolah Himsel
- 7th Grade- Emma Kelly
- 8th Grade- Freddy Del Toro

SCHOOL #3
- 4TH Grade- Sasha Rodriguez
- 3rd Grade- Annabella Casapulla

SCHOOL #2
- Kindergarten- Juliette Juzdan
- 1st Grade- Taleen Theeb
- 2nd Grade- Rihaan Rana

TEACHER APPRECIATION

WHEREAS, teachers mold future citizens through education: and

WHEREAS, teachers encounter students of widely differing backgrounds; and

WHEREAS, our country's future depends upon providing quality education to all students; and

WHEREAS, teachers spend countless hours preparing lessons, evaluating progress, counseling And coaching students and performing community service; and

WHEREAS, our community recognizes and supports its teachers in educating the children of its Community.

NOW, THEREFORE, BE IT RESOLVED that the Little Falls Board of Education proclaims May 4-8, 2026, to be **TEACHER APPRECIATION WEEK;** and

BE IT FURTHER RESOLVED that the Little Falls Board of Education strongly encourage all members of our community to join with it in personally expressing appreciation to our teachers for their dedication and devotion to their work.

IX. PRESIDENT'S REPORT- Dr. Capizzi

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X. SUPERINTENDENT OF SCHOOLS (Mrs. Tracey Marinelli)

1. Superintendent's Report. (Exhibit A)

2. BE IT RESOLVED, that the Little Falls Board of Education affirms the Superintendent's decision in HIB investigations, (SC1-003-2-17-26-LFD-009 SC3-004-2-22-26-LFD-010, SC1-004-3-3-26-LFD-011, SC2-004-2-11-26-LFD-012) for the reason set forth in the Superintendent's decision to the students' parents, and directs the Business Administrator/Board Secretary to transmit a copy of the Board's decision to affected students' parents.

M: S:

	Yes	No	Abstain/Absent
Ms. Janine Barone			
Ms. Desiree DiBuono			
Ms. Patricia Lijoi			
Ms. Nicole Smith			
Mr. Michael Tullo			
Ms. Shannon Zurbruegg			
Dr. Rachel Capizzi			

XI. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT-
(Melissa Sanzari-Stevens)

XII. COMMITTEE REPORTS

XIII. SUPPLEMENTAL AGENDA
Supplemental Resolutions, if any will be available the night of the meeting.

XIV. CONSENT AGENDA

M: S:

	Yes	No	Abstain/Absent
Ms. Janine Barone			
Ms. Desiree DiBuono			
Ms. Patricia Lijoi			
Ms. Nicole Smith			
Mr. Michael Tullo			
Ms. Shannon Zurbruegg			
Dr. Rachel Capizzi			

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XV. PTA LIAISONS - (2/3 PTA Mrs. Shannon Zurbruegg/S#1 Mrs. Nicole Smith)

XVI. LITTLE FALLS EDUCATION FOUNDATION LIAISON - (Mrs. Desiree DiBuono)

XVII. UNFINISHED BUSINESS/ NEW BUSINESS

XVIII. OPEN MEETING TO THE PUBLIC
M: S:

XIX. EXECUTIVE SESSION

M: S:

XX. ADJOURNMENT

M: S:

RESOLUTIONS FOR CONSENT AGENDA (XIV)
Be IT RESOLVED, UPON THE RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS in conjunction with the Business Administrator/Board Secretary move that the following actions be taken:

A. **PERSONEL, NEGOTIATIONS, AND FINANCE**

1. The Little Falls Board of Education approve the list of bills dated April 28, 2026, Warrant No.'s #_32247_ thru #32305_(Current Account) totaling $1,479,128.72; Wire Transfers #04082026 (Health Insurance)totaling $ 379,965.59_ $Warrant No. #1368 (Cafeteria Account) totaling $31,814.20; Wire Transfers #04012026 & 04152026 (Postage) totaling $ 200.00ACH Transfer #04162026 (MessageMedia/Sinch) totaling $624.00 be paid if, properly sworn to and funds are available in accordance with Board of Education Policy and to be appended to the minutes of this meeting. The School Business Administrator/Board Secretary, in accordance with N.J.A.C. 6A:23-2.11I3, certifies that no line item account has encumbrances and expenditures, which in total exceed the line item appropriation in violation of N.J.A.C. 6A:23-2.11(a) and the Board of Education, in accordance with N.J.A.C. 6A:23-2.11(c)4, certifies that after review of the Board Secretary's & Treasurer's --monthly financial reports that no major account or fund has been over-expended in violation of N.J.A.C. 6A:23-2.11(b). Further, the Board of Education and the Business Administrator/Board Secretary certify that major accounts/fund balances have not been over-expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.
(Exhibit B)

2. The Little Falls Board of Education authorize the School Business Administrator/Board Secretary's action of making transfers prior to the Board Meeting as per the attached March 31, 2026 Transfer Report.

(Exhibit B-1)

3. The Little Falls Board of Education accept the Treasurer and Secretary's Reports for the month ending March 31, 2026. (Exhibit C)

4. The Little Falls Board of Education authorize the School Business Administrator/Board Secretary to submit the attached bills list dated through April 28, 2026, to the trustee M&T Bank, for the purpose of the Passaic County improvement Authority Projects (PCIA). (Exhibit D)

5. RESOLVED, TO APPROVE THE FOLLOWING REAPPOINTMENTS OF BUSINESS AND OPERATIONS FOR THE 2026/2027 SY:

A. The Little Falls School District Board of Education designates AFLAC to continue to be the Administrator for Section 125 Cafeteria Plan Flexible Spending Accounts for 2026 – 2027 School Year.

B. The Little Falls Board of Education approve the Bidding Services Agreement with Educational Data Services, Inc. ordering 2026-2027 school supplies and the licensing and maintenance fee for the 2026-2027 School Year at a cost of $3,200.00 plus $125.00 EPO.

C. The Little Falls Board of Education approve the following bidding services for 2026 – 2027 School Year.

Hunterdon County Educational Services Commission - No Charge
Northern Region Educational Services Commission - No Charge
Educational Services Commission of New Jersey- No Charge
Pennsylvania Educational Purchasing Program- No Charge
OMNIA Partners, Public Sector- No Charge

D. The Little Falls Board of Education renew the Agreement with Systems 3000 Inc. to provide Software Licenses and support for Visual Fund Accounting, Visual Personnel and Visual Payroll Modules at the following costs:

2026-2027	$21,258.00
Back-up Recovery Cost$	$ 3,000.00 (estimate)
Employee Portal Cost	$ 2,160.00

E. WHEREAS, Title 18A:18A-10 provides that, "A board of education, without advertising for bids, or after having rejected all bids obtained pursuant to advertising therefore, by resolution may purchase any goods or services pursuant to a contract or contracts for such goods or services entered into on behalf of the State by the Division of Purchase and Property"; and

WHEREAS, the Little Falls School District Board of Education has the need, on a timely basis, to procure goods and services utilizing state contracts; and

WHEREAS, the Little Falls School District Board of Education desires to authorize its purchasing agent for 2026 – 2027 School Year to make any and all purchases necessary to meet the needs of the school district throughout the school year; and

THEREFORE, BE IT RESOLVED, that the Little Falls School District Board of Education in the County of Passaic, New Jersey does hereby authorize the District Purchasing Agent to make purchases of goods and services entered into on behalf of the State by the Division of Purchase and Property utilizing various vendors as indicated on the State of New Jersey Website.

F. The Little Falls School District Board of Education approves the New Jersey Department of Education Chart of Accounts for 2026 – 2027 School Year.

G. The Little Falls School District Board of Education approve the use of facsimile signatures for the Board President, Board Secretary and Superintendent for ensuing term of the board on warrants, paychecks, and contracts for 2026 –2027 School Year.

H. The Little Falls Board of Education renew the Agreement with Realtime Information Technology to provide student information management for the 2026 - 2027 School Year at a cost not to exceed $29,968.40.

I. The Little Falls Board of Education approve ADMIN Partners, LLC as the Third-Party Administrator.

J. The Little Falls School District Board of Education designates the following Disability Insurance Companies:

Prudential Insurance Co. of America
AFLAC

K. The Little Falls School District Board of Education designates Berkley Life and Health Insurance Company as Insurance Agent of Record for Student Accident Insurance for the 2026-2027 school year.

L. The Little Falls Board of Education renew the Agreement with Strauss Esmay Associates, LLP for the Policy Alert & Support System, Manual Maintenance and/or the NJ School Digest for the 2026-2027 School Year as follows:

Policy Alert and Support System (PASS)	$2,775.00
Annual District Online Maintenance Fee	$1,745.00
Public Access Online Annual Fee/Bylaws and Policy	$ 395.00
Public Access Online – Annual Fee Regulations	$ 100.00

M. The Little Falls Board of Education authorize and approve the Agreement covering Continuing Disclosure Agent Services and appointment as Independent Registered Municipal Advisor of record with Phoenix Advisors of Bordentown, New Jersey for the 2026-2027 fiscal year at a fee of $1,600.00 base fee, $200.00 issue/set-up charge, with an additional charge as needed.

6. RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the Essex Regional Educational Services commission transportation services agreement for the 2026-2027 school year.

7. The Little Falls Board of Education approve Kid Clan for the following services for the 2026-2027 school year.

EVALUATIONS	FEE
Occupational Therapy	$365.00
Physical Therapy	$365.00
Monolingual Speech	$365.00
Monolingual Psychological	$365.00
Monolingual Educational	$365.00
Monolingual Social	$365.00
Bilingual Speech	$465.00
Bilingual Psychological	$465.00
Bilingual Educational	$465.00
Physical Therapy Service	$115.00 per hour
LDTC Therapy Services	$ 90.00 per hour
IEP Meeting Attendance	$110.00 per hour

8. The Little Falls Board of Education approve the Agreement with LinkIt to provide data warehousing, analytics and assessment solutions for the 2026 - 2027 School Year at a cost not to exceed $39,274.41.

9. The Little Falls Board of Education approve the Agreement with USbancorp Asset Management Inc. (PFM Asset Management) for Arbitrage Rebate Compliance services at an annual rate of $2,000.00 per issue. (Exhibit E)

10. The Little Falls Board of Education approve/ratify the following out of district placement and extraordinary services for student 2003488 at Windsor Learning Center for the 2025-2026 School Year in the amount of $15,781.00, beginning April 27, 2026.

11. The Little Falls Board of Education accept the following, pursuant to Board of Education Policy #7230, "Gifts, Grants and Donations," for the 2025-2026 school year.

A. Two 43" touchscreen Viewsonic View boards donated from Wendy Zuluaga

12. RESOLVED TO APPROVE THE FOLLOWING REAPPOINTMENTS FOR THE 2026-2027 SY:

A. The Little Falls Board of Education appoint Mr. Charles Smith, Manager of Building & Grounds as the District's Indoor Air Quality Designee.

B. The Little Falls Board of Education appoint Mr. Charles Smith, Manager of Building & Grounds as the District's Integrated Pest Management Coordinator.

C. The Little Falls Board of Education appoint Melissa Sanzari Stevens, as the District's ADA Officer.

E. The Little Falls Board of Education appoint Lynette Fata as the District's Homeless Liaison.

F. The Little Falls School District Board of Education designates Arthur J. Gallagher as Insurance Agent of Record for General Liability Insurance.

G. The Little Falls Board of Education appoint Briggs Associates as the District's AHERA and Asbestos Management Services.

H. The Little Falls Board of Education appoint each Building Principal as the District's Right to Know Officers

I. The Little Falls School District Board of Education appoints Med-Care

of Fairfield, New Jersey, Dr. John C. Scolamiero, Medical Director, as district approved facility to provide lab drug testing for the school district with fees paid in accordance with their professional fee schedule.

J. The Little Falls School District Board of Education appoints Immedicenter of Totowa, New Jersey, Dr. Scott Coleman, Medical Director, and Dr. Francisco Lima, as district approved facility to provide lab drug testing for the school district with fees paid in accordance with their professional fee schedule.

K. The Little Falls Board of Education appoint Melissa Sanzari-Stevens as the District's Affirmative Action Officer for the 2026- 2027 school year.

L. The Little Falls Board of Education appoint the following district employees as the District's Affirmative Action Team for the 2026- 2027school year to conduct the needs assessment and develop a Comprehensive Equity Plan.

Melissa Sanzari-Stevens
Emma DeFeo
Julie Eckert

M. The Little Falls Board of Education approve Solutions Architects to be appointed School Architect of Record.

13. The Board of Education appoint Tracey Marinelli to serve on the Northern Regional Education Service Commission Representative Assembly/Board of Directors for the 2026-2027 school year, at no additional cost to the district.

14. The Board of Education appoint Elba Castrovinci to serve as an alternate on the Northern Regional Education Service Commission Representative Assembly /Board of Directors for the 2025-2026 school year, at no additional cost to the district.

15. The Little Falls Board of Education approves the amended travel expenses as noted for the following district employees and Board Members for the NJASA Spring Leadership Conference being held May 14-15, 2026:

NAME	WORKSHOP/LOCATION	DATE	ESTIMATED COST (Mileage/Meals Conference)
Tracey Marinelli	NJASA Workshop	5/14-5/15/26	$121.26 mileage $15.20 tolls Atlantic City, NJ
		5/14-5/15/26	$102.00 Meals

NAME	WORKSHOP/LOCATION	DATE	ESTIMATED COST
Tracey Marinelli	NJASA Workshop	5/14-5/15/26	Hotel Conference $107.00 as per GSA rate Hotel Accommodations per night, each Attendee + applicable taxes

16. The Little Falls Board of Education approves travel/conference expenses as noted for the attached district employees/board members.

(Exhibit F)

17. The Little Falls Board of Education approve payment to the following individuals for chaperoning the Steam Fair/Art Show at School #2 on May 7, 2026, at the contractual chaperone rate of $42.50 per hour, for two hours.

Employees	Date	Amount
Karina Martinez	5/7/2026	$85.00
Keri Ann Brown	5/7/2026	$85.00
Katrina Lanza	5/7/2026	$85.00
Cindy Intile	5/7/2026	$85.00

18. The Little Falls Board of Education approve Devon Garrabrant maternity leave replacement teacher School #2, effective May 18, 2026 through June 18, 2026 or the return of the teacher. Rate of pay will be BA Step 1, prorated, pending all background checks.

19. The Little Falls Board of Education approve Elizabeth Anzevino, as Learning Disability Teacher Consultant (LDTC), September 1, 2026 through June 30, 2027. Rate of pay will be MA Step 10.

20. The Little Falls Board of Education approve Natalie Garofalo maternity leave replacement teacher School #2, effective May 13, 2026 through June 18, 2026 or the return of the teacher. Rate of pay will be BA Step 1, prorated, pending all background checks.

21. The Little Falls Board of Education approve the resignation of Sophie Nicholaides, ABA paraprofessional, effective April 17, 2026.

22. The Little Falls Board of Education approve payment to the following individuals for chaperoning the School #1 play on April 22nd, April 23rd, and April 24th, 2026 at the contractual chaperone rate of $42.50 per hour for three hours.

Employee	# of Hours	Amount
Hope Lachman	3 hours	$127.50
Irina Carroll	3 hours	$127.50
Lindsey Enchelmaier	3 hours	$127.50
Katrina Lanza	3 hours	$127.50
Marisa Kolarovic	3 hours	$127.50
Bethanne Strippoli	3 hours	$127.50
Kirsty Gregory	3 hours	$127.50
Briana Cruz	3 hours	$127.50
Jessica Prawetz	3 hours	$127.50
Jim Delfino	3 hours	$127.50

23. The Little Falls Board of Education approve/ratify payment to Jayashree Sathyamurthi for extracurricular supervision for the School #1 Musical on April 24, 2026 at the contractual chaperone rate of $30.00 per hr., for three hours.

24. The Little Falls Board of Education approve/ratify payment to Michelle Generelli for extracurricular supervision for the School #1 Musical on April 23, 2026 at the contractual chaperone rate of $30.00 per hr., for three hours.

B. **EDUCATION AND STRATEGIC PLAN COMMITTEE**

1. The Little Falls Board of Education approve all eighth-grade activities, including building use and travel to and from Little Falls Recreation Fields.

2. That the Little Falls Board of Education approve the following field trips:

(Exhibit G)

3. The Little Falls Board of Education approve the following William Paterson University students for one hundred hours of student clinical experience to be performed for the 2026-2027 School year:

Monica Beshy Maria Funiciello

4. The Little Falls Board of Education approve Supreme Consultants for Child Study Team Evaluations in the following areas depending on district needs for the 2025-2026 School Year.

Type of service	Fees
Bilingual Psychological	$800.00 per evaluation
Bilingual Educational	$800.00 per evaluation
Bilingual Speech & Language Evaluation	$800.00 per evaluation
Monolingual Evaluations/Assessments	$650.00 per evaluation/assessment

5. The Little Falls Board of Education approve the School Self Assessments for Determining Grades under the Anti-Bullying Bill of Rights Act for Schools #1, #2, and #3 be approved for the 2024- 2025 -School Year and that the Secretary to the Board of Education be authorized to submit the following School Self- Assessment to the State of New Jersey Department of Education.

6. The Little Falls Board of Education approve/ratify Build Yourself Up, to provide an Aftercare Enrichment program, to the Hive Afterschool Program. Enrichment Program will run Friday June 12 at Schools #3 and #2, at a total cost of $811.53. The program is being offered at no cost to the families.

C. MAINTENANCE, BUILDING & GROUNDS AND REFERENDUM COMMITTEE

1. The Little Falls Board of Education approve the use of district facilities by the following community groups who have filed the proper application form and have submitted proof of necessary insurance coverage:
   School #1 *approve/ratify

Date	Event	Location and Time	Requested By:	Cost
*4-18-2026	Softball Parade	School #1 Parking Lot 8:00am-9:30am	LF Rec Center	$0.00
4-30-2026	PTA Meeting	Cafeteria - 7:00pm – 8:00pm	PTA #1	0.00
5-8-2026	Bundt Cake pick-up	Cafeteria 4:00pm -7:00pm	PTA #1	0.00

D. HEALTH, SAFETY AND POLICY COMMITTEE