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

MINUTES

REGULAR MEETING: Tuesday, February 15, 2022 Agenda
Mr. Breitwieser called the meeting to order at 7:01 pm

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
Board Members Present: Mr. DeMarco, Mr. Jandoli, Mrs. Kribs, Mr. Miraglia, Mr. Russo, Mrs. Verdi, and Mr. Breitwieser,

Board Members Absent: Dr. Capizzi and Mr. Murphy

Also Present- Mrs. Tracey Marinelli, Superintendent, Mrs. Melissa Sanzari-Stevens Business Administrator/Board Secretary

V. CORRESPONDENCE- None

VI. MINUTES

On motion of Mr. Russo and seconded by Mrs. Kribs the following minutes were offered for approval

1. APPROVAL OF MINUTES
MOVE that the Little Falls Board of Education approve the Minutes of the following meetings.

    1. January 18, 2022

AYES: 7
NAYES: 0
ANSENT: 2

VII. OPEN MEETING TO THE PUBLIC – (**Limited to Agenda Items Only**)
On motion of Mr. Jandoli and seconded by Mr. Russo, the meeting was opened for public comment.
Since no, one wished to be heard,

On motion of Mr. DeMarco and seconded by Mr. Jandoli moved that the Little Falls Board of Education close the meeting to the public.

AYES: 7
ABSENT: 2
NAYES: 0

MOTION CARRIED UNANIMOUSLY

VIII. PRESENTATION

1. Mrs. Marinelli presented Sophia Coussoulis -School #1, Yunus Kucuk - School #2, Camilla Petracca and Tezza Saenz -School #3 with their personal design items from the Superintendent's Design Contest.

IX. REPORTS

A. PRESIDENT'S REPORT
B. SUPERINTENDENT OF SCHOOLS (Mrs. Tracey L. Marinelli)

1. Superintendent's Report.

Mrs. Marinelli advised the Board of the following:

- Enrollment School #1 364, School #2-339, and School #3-196
- All mandatory drills have been performed in all three schools
- There were two HIBs and zero suspensions
- New Bulling Laws have been set in place. We will have a presentation on these laws
- Myself and Ms. Sprague will be attending the National School Administrators Conference in Nashville, where I have been invited to speak
- The Association of School Principals have asked us to and our DEAC and SCIP committees to speak at their conference in March in Atlantic City

(Exhibit A)

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

Mrs. Stevens advised the Board of the following:

- To complete Board Training
- File Ethics Disclosure
- The audit has been completed with one finding, which is on the agenda for approval with the corrective action plan

D. FINANCE & INSURANCE COMMITTEE (Mrs. Diana Kribs)
On motion of Mrs. Kribs and seconded by Mrs. Verdi, the following motions were offered for approval.

1. PRESENTATION OF BILLS:

RECOMMENDED ACTION by the Superintendent, in consultation with the School Business Administrator/Board Secretary, move that the Little Falls Board of Education approve the list of bills dated February 15, 2022, Warrant No.'s #28191 thru #28268(voided/recut # 28116) (Current Account) totaling $;1,581,336.07 $Warrant No. #1235 (Cafeteria Account) totaling $43,337.79 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. TRANSFERS – JANUARY 31, 2022

RECOMMENDED ACTION by the Superintendent, in consultation with the School Business Administrator/Board Secretary, move that 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 January 31, 2022 Transfer Report.

(Exhibit B-1)

3. TREASURER AND SECRETARY'S REPORTS – JANUARY 31, 2022

RECOMMENDED ACTION by the Superintendent, in consultation with the School Business Administrator/Board Secretary, moved that the Little Falls Board of Education accept the Treasurer and Secretary's Reports for the month ending January 31, 2022.

(Exhibit C)

4. ISSUE REQUEST FOR PROPOSAL– FOOD SERVICE MANAGEMENT COMPANY

As per the recommendation of the Superintendent, in consultation with the School Business Administrator/Board Secretary, moved that the Little Falls Board of Education authorize the School Business Administrator to issue Request for Proposal for a Food Service Management Company to provide for the operation of the Little Falls School's food service program for the 2022-2023 school year.

5. AMEND/APPROVAL OF REINBURSMENT

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve transportation reimbursement of $379.00 per diem to Marian E. McKeown School, Newton, NJ, for student # 2002817, starting January 14, 2022 through **March 15, 2022.**

6. COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) 2020-2021 YEAR
RECOMMENDED ACTION by the Superintendent, in consultation with the School Business Administrator/Board Secretary move that the Little Falls Board of Education accept the Comprehensive Annual Financial Report of the Little Falls Board of Education for the fiscal year ended June 30, 2021, with one finding, as submitted by the Board Office in conjunction with the auditing firm of Lerch, Vinci & Higgins, CPA.

7. AUDITORS' MANAGEMENT REPORT ON ADMINISTRATIVE FINDINGS
RECOMMENDED ACTION by the Superintendent, in consultation with the School Business Administrator/Board Secretary move that the Little Falls Board of Education accept the Auditors' Management Report on Administrative Findings and approve Corrective Action Plan as prepared by the Business Administrator/Board Secretary as follows:

(Exhibit D)

Finding - Our audit revealed that the district did not maintain a detail fixed asset reporting system. However, the district did provide excel worksheets for additions and deletions. In addition, our review of transactions reveled unrecorded fixed assets that were charged to non-capital outlay lines and contain capital outlay charges that were less than $2,000 for supplies.
Recommendation - It is recommended that the district maintain a current fixed asset reporting that includes detail asset values and the district properly records all additions on an annual basis.

AYES: 7
ABSENT: 2
NAYES: 0

E. EDUCATION COMMITTEE (Dr. Rachel Capizzi)
On motion of Mr. Russo and seconded by Mrs. Verdi, the following motions were offered for approval.

1. APPROVAL OF NEW SUBSTITUTES SUPPLIED BY CONSORTIUM
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following new substitute applicants supplied to us by the Northern Regional Educational Services Commission Substitute Teacher Registry. All substitutes have filed Federal Form I-9, and are in possession of acceptable clearance pursuant to N.J.S.A. 18A:6-7.1/18A:39-10.1/18A:6-4.14: (Exhibit E)

2. APPROVAL OF ENGLISH LANGUAGE SERVICE THREE YEAR PROGRAM PLAN 2021--2024 SY
RECOMMENDED BY ACTION by the Superintendent, move that the Little Falls Board of Education approve the English Language Three Year Program Plan for school years 2021 through 2024. (Exhibit F)

3. APPROVAL OF THE 2022-2023 DISTRICT SCHOOL CALENDAR
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve 2022-2023 District School Calendar as circulated.
(Exhibit G)

4. APPROVAL OF THE 2022-2023 CUSTODIAL OFFICE CALENDAR
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve 2022-2023 Custodial Office Calendar as circulated.
(Exhibit H)

5. APPROVAL OF THE 2022-2023 CENTRAL OFFICE CALENDAR
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve 2022-2023 Central Office Calendar as circulated.
(Exhibit I)

6. APPROVE/RATIFY ACCEPTANCE OF NEW SUBSTITUTES
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following new substitute applicants all substitutes have filed Federal Form I-9, and are in possession of acceptable clearance pursuant to N.J.S.A. 18A:6-7.1/18A:39-10.1/18A:6-4.14

Luisa La Spisa

7. APPROVE/RATIFY CALDWELL UNIVERSITY STUDENT TEACHER INTERNSHIP SPRING 2021/2022 SEMESTER
As per the recommendation of the Superintendent moved that the Little Falls Board of Education approve student teacher internship for the following Caldwell University student effective January 18, 2022 through May 6, 2022.

Sarah Morris

8. APPROVAL OF CST EVALUATOR AND RELATED SERVICES FOR THE 21/22 SY
RECOMMENDED ACTION by the Superintendent, move that the Little Falls Board of Education approve Bergen County Special Services School District Educational Enterprise Division to provide audiology services for student 2002582 in the amount of $1,316.00.

9. APPROVAL OF MONTCLAIR STATE UNIVERSITY STUDENT TEACHER INTERNSHIP SPRING 2021/2022 SEMESTER
As per the recommendation of the Superintendent moved that the Little Falls Board of Education approve student teacher internship for the following Montclair State University student effective February 16, 2022 through May 6, 2022.

Jessica Hughes

Mrs. Marinelli stated that their maybe changes to the district calendar. We wanted to get the start date out to the parents.
AYES: 7
ABSENT: 2
NAYES: 0

F. REPAIRS & MAINTENANCE/BUILDING & GROUNDS COMMITTEE
(Mr. Michael Russo)
On motion of Mr. Russo and seconded by Mr. DeMarco, the following motions were offered for approval.

1. RECOMMENDED ACTION by the Superintendent move that 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:
*02/10/2022 & 02/17/2022	Ticket Sales	Gym 6:00-8:00pm	School #1 PTA
03/07/2022	Book Fair set-up	Room 107 3:30- 5:00pm	School #1 PTA
03/07/2022-03/09/2022	Book Fair	Room 107 5:30-8:00pm	School #1 PTA
04/02/2022	Clothing Drive	Parking Lot 9:00am-3:00pm	School #1 PTA

AYES: 7
ABSENT: 2
NAYES: 0

G. PERSONNEL/NEGOTIATIONS COMMITTEE (Mrs. Lauren Verdi)
On motion of Mrs. Verdi and seconded by Mr. DeMarco, the following motions were offered for approval.

1. APPROVAL OF TRAVEL/CONFERENCE EXPENSES
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve travel/conference expenses as noted for the following district employees/board members: (Exhibit J)

2. REIMBURSEMENT OF TRAVEL EXPENSES-AASA CONFERENCE-FEBRUARY 17-19, 2022
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve travel expenses as noted for the following district employees and Board Members for the AASA National Conference on Education being held February 17- 19, 2022.

NAME	WORKSHOP/LOCATION	DATE	ESTIMATED COST (flight/Meals Conference)
Tracey Marinelli Dana Sprague	AASA National Conference	2/17 – 2/19/2022	*$412.10 flight *$805.00 Member Reg. Nashville, TN *$1,130.00 Non Member *per individual *$79.00 Meals Overnight Stay *$59.25 Meals 1st & Last day of travel for each

NAME	WORKSHOP/LOCATION	DATE	ESTIMATED COST Accommodations
Tracey Marinelli Dana Sprague	AASA National Conference	2/17/-2/19/2022	$230.00 as per GSA rate Hotel Accommodations per night, each Attendee

3. APPOINTMENT OF ART TEACHER
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve Jamie Wandel, art education teacher, effective March 22, 2022 through June 30, 2022. Rate of pay will be BA Step 1 pro-rated, pending all background checks.

4. APPROVE/RATIFY SALARY GUIDE ADVANCEMENT
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve, pursuant to Article XVII of the contract between the Little Falls Board of Education and the Little Falls Education Association, the following salary guide advancement effective February 1, 2022.

Kelly Sutherland
BA 15 STEP 5
MA STEP 5

5. ACCEPTANCE OF RESIGNATION- BUS AIDE
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Karen Casler, bus aide, effective February 18, 2022.

6. ACCEPTANCE OF RESIGNATION- LUNCH/PLAYGROUND AIDE
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Karen Casler, lunch/playground aide, effective February 18, 2022.

7. ACCEPTANCE OF RESIGNATION- EARLY MORNING DROP OFF SUPERVISION
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Karen Casler, early morning drop-off supervision, effective February 18, 2022.

8. APPROVE/RATIFY APPOINTMENT OF ABA PARAPROFESSIONAL 21-22 SY
RECOMMENDED ACTION by the Superintendent, move that the Little Falls Board of Education approve the appointment of Abir Kourish as an ABA paraprofessional, effective February 7, 2022 through June 30, 2022.The rate of pay will be Step 1 prorated, as per the 2019- 2022 LFEA collective negotiation agreement, paraprofessional salary guidelines. Pending all background checks.

9. APPROVE/RATIFY APPOINTMENT OF ABA PARAPROFESSIONAL
RECOMMENDED ACTION by the Superintendent, move that the Little Falls Board of Education approve the appointment of Brielle Johnson to ABA paraprofessional from paraprofessional, effective January 31, 2022.

10. APPROVE/RATIFY BUS AIDE COVERAGE
RECOMMENDED ACTION by the Superintendent moved that the Little Falls Board of Education approve Andrea Marchesani as a substitute bus aide for the 2021-2022 school year, at a rate of $14.00 per hour.

Mrs. Kribs inquired as to when the Atlantic City conference will be approved.

AYES: 7
ABSENT: 2
NAYES: 0

H. HEALTH & SAFETY COMMITTEE (Mr. Vincent Miraglia)- None

I. POLICY COMMITTEE (Mr. Doug Jandoli)
On motion of Mr. Jandoli and seconded by Mr. DeMarco, the following motions were offered for approval.

1. SUBMISSION OF SAFE RETURN PLAN
RECOMMENDED ACTION by the Superintendent moved that the Little Falls Board of Education approve submission the district's Safe Return Plan for the academic year 2021-2022 to the State of New Jersey.

Mrs. Verdi asked about the changes made to the Safe return Plan.
Mrs. Stevens explained that the plan was on the January 18, 2022 agenda for public comment and must be updated and submitted every six months.

AYES: 7
ABSENT: 2
NAYES: 0

J. REFERENDUM COMMITTEE (Mr. Fred DeMarco) - None

K. COMMITTEE REPORTS
Mr. Russo stated that Building and Grounds Committee met this evening prior to the Board Meeting. Mr. Matt Stovestand was in attendance to discuss the boiler replacement in the Schools. An email will go out with the details of the meeting to the board Members.

Mrs. Marinelli stated that a Policy meeting would be scheduled as well as a Referendum Committee meeting.

X. UNFINISHED BUSINESS – None

XI. OPEN MEETING TO THE PUBLIC

On motion of Mr. Russo and seconded by Mrs. Kribs, the meeting was opened for public comment.

Lauren Belasco, Little Falls, NJ, inquires if there was any further instruction or protocol to supply a resolution on masks

Mrs. Marinelli replied that at this time there is no updated guidance.

Heather Burrell, Villa Road Little Falls, NJ, asked for clarification on what would masking look like for students, while at their desks.

Mrs. Marinelli explained the information that was provided in her letter, which was emailed out to all the families in the district.

Julianne Fuoco, Villa Road Little Falls NJ, inquired about new quarantine guidelines for vaccinated and unvaccinated students.

Mrs. Marinelli responded that at this time she was uncomfortable with a conversation about something that does not exist. She stated that she is not writing or on the team that is writing it, so it is difficult to have a conversation about something that does not exist.

Mrs. Fuoco also inquired about what role the number of cases play in decisions.

Mrs. Marinelli explained that the numbers in our region determines the color.

Mrs. Fuoco then questioned the fact that other districts that went with the mask optional plan did so without the guidance.

Mrs. Marinilli, stated yes, any district that went with that plan did so without the guidance and it is ill-advised to do so by the county and state.

Mrs. Fuoco also inquired on the use of masks in the entrance, exits, and hallways but not while sitting at their desks.

Mrs. Marinelli explained the procedure.

Mrs. Fuoco asked what would happen to the students who did not comply.

Mrs. Marinelli stated that once the guidance is released, the team would develop those rules at that time.

Linda McGonigal, Little Falls, inquired on the NJDOH guidelines

Mrs. Marinelli explained the process.

Tracy Sinforosa, Main Street, Can my child choose not to follow the rules and not have a mask on?

Mrs. Marinelli replied, no. There are disciplinarian action in place for the rules set at this time.

When asked what the consequences were, Mrs. Marinelli explained.

Ms. Sinforosa commented, a lot of us are uncomfortable and kids have been uncomfortable for a while. It is long overdue for the adults to get over being uncomfortable for the sake of the kids and make some tough decisions that have more of an impact on us then they would for the rest of their lives

Unidentified speaker, Little Falls, Expressed concerns about travel restrictions.

Mrs. Verdi stated, I want all of you to know, whoever is here listening and if you got up and spoke, we are all parents in this district, most of us, and combined, we have about twenty children in the district in all three schools. When these decisions are being made and discussions are being had we are listening to you whether we agree or disagree that is up to the Board members to voice themselves. But the majority of us understand what your concerns are and I don't want you to think you are on deaf ears right now. You are not.

Mrs. Marinelli, stated, I appreciate those who called me prior to this meeting. My phone is always on. I welcome emails and one on one conversations. I will always get back to you.

Thomas Burrell, Villa Road, I have a procedure question. When the time comes to make the decision what does that look like?

Mrs. Marinelli replied, that an email will go out and their maybe another survey.

Mr. Burrell also asked, is the decision made on your own or does it go to the Board for vote?

Mrs. Marinelli responded that the Pandemic team meets. It is then brought to the Board in motion form for a vote.

Kristen D'Allegro, Stewart Ave, asked, if you do not receive the guidance by March 7th, what are your plans?

Mrs. Marinelli responded that there is nothing to share with you at this time that has not already been shared in the letter.

Kristen Duffy, Turnberry Road, stated that guidelines are just recommendations. At some point, my child's masking is my responsibility. We need to go back to normal.

Mrs. Marinelli, explained that the hardest part of my job is that I don't get to have an opinion. I am bound by my certificate to do what I have to do. It is not that I disagree. I have a checklist to go down to make sure the health and safety of all the children and all of the staff is being met to the best of my ability based on the mandates and guidelines. And if I cannot check those boxes I cannot move forward. I hear you and understand you. We just have to wait for the guidance.

Unidentified speaker inquired if all of the nurses are on the same page?

Mrs. Marinelli explained the procedures.

Unidentified speaker stated, We have to follow the Department of Health decisions? What would happen if we did not?

Mrs. Marinelli explained the consequences.

Thomas Burrell, Villa Road, commented, mandate vs guideline. A guideline does have a personal opinion to it.

Unidentified speaker commented, When taking the guidance into consideration, are you thinking about the funding? Are you thinking about the health and wellbeing of our kids first?

Mrs. Marinelli stated that she always thinks of the health and wellbeing first!

Mrs. Stevens commented that that funding goes hand in hand in hand with the wellbeing of our children. Without the funding, we are not able to provide what is needed for their wellbeing.

At this time in the meeting, the public started calling out from their seats and was asked by the Board to please come up to the podium if they would like to speak.

Unidentified speaker commented that there is a choice with repercussion, but when weighing the mental health of our children isn't that more important.

Mrs. Marinelli explained that the public comment section of this meeting is limited to three minutes.

Mrs. Marinelli commented that no one has attended any of the Talk-a-Lattes, mental health meetings, or CarePlus meetings. If everyone was concerned with the mental wellbeing, why were Mrs. Daura and I alone on all of these meetings? The district is very concerned with the mental wellbeing of the students and had put together a tremendous amount of resources. We have had training to staff, parents, and students and take significant offence to anyone who suggest otherwise, especially when my staff, who is sitting here now has worked countless hours making sure that the students of Little Falls were in all of last year while most

of the other districts, who are jumping to take the masks off, did virtual learning all of last year.
Once we get the guidance, like my letter stated, it is my hope that every parent or guardian will be able to do what they feel fit for their children.
Since I am the person in charge of making this decision, I will not do this irrationally quickly, or swiftly. I will do it with much thought. I will make this decision with my committee, to make the decision that is best for the wellbeing of all the children.

Since no, one wished to be heard,

On motion of Mr. DeMarco and seconded by Mr. Russo moved that the Little Falls Board of Education close the meeting to the public.

AYES: 7
ABSENT: 2
NAYES: 0
MOTION CARRIED UNANIMOUSLY

XII. NEW BUSINESS- None

XIII. EXECUTIVE SESSION

On motion of Mr. Russo and seconded by Mr. DeMarco move that the Little Falls Board of Education go into Executive Session to discuss two HIB issues (Sc1-004-01-20-22--LFD-005 and SC3-001-01-31-21-LFD-006). Approximate time (15) fifteen minutes. Action will not be taken.

AYES: 7
ABSENT: 2
NAYES: 0 (8:22 PM)

Mr. Russo left the meeting at 8:22pm

On motion of Mr. DeMarco and seconded by Mr. Verdi move that the Little Falls Board of Education return from Executive Session.

AYES: 6
ABSENT: 3
NAYES: 0 (8:32 PM)

XIV. ADJOURNMENT

On motion of Mrs. Verdi and seconded by Mr. DeMarco the meeting was adjourned 8:33 pm.

AYES: 6
ABSENT: 3
NAYES: 0

Respectfully Submitted,

Melissa Sanzari-Stevens

Melissa Sanzari- Stevens
Business Administrator/Board Secretary