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

MINUTES

REGULAR MEETING: Tuesday, March 15, 2022 Agenda
Mr. Breitwieser called the meeting to order at 7:03PM

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: Dr. Capizzi, Mr. DeMarco, Mrs. Kribs, Mr. Miraglia, Mr. Murphy, Mr. Russo, Mrs. Verdi, and Mr. Breitwieser,

Board Members Absent: Mr. Jandoli

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

V. CORRESPONDENCE- None

VI. MINUTES

On motion of Mr. DeMarco and seconded by Mr. Russo 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. Regular Meeting- February 15, 2022
    2. Executive Meeting- February 15, 2022

AYES: 8
NAYES: 0
ABSENT: 1

VII. OPEN MEETING TO THE PUBLIC – (**Limited to Agenda Items Only**)
On motion of Mr. DeMarco 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. Russo moved that the Little Falls Board of Education close the meeting to the public.

AYES: 8
ABSENT: 1
NAYES: 0

VIII. PRESENTATION

1. The Comprehensive Annual Financial Report 2020-2021 SY was presented by Paul Lerch, Auditing Firm of Lerch Vinci & Higgins

IX. REPORTS

A. PRESIDENT'S REPORT
Mr. Breitwieser thanked all that attended and worked the fashion show. The event was a great success.
Mr. Breitwieser also stated that Monday March 21, 2022, would be the ribbon cutting for the new Gifted and Talented room.

B. SUPERINTENDENT OF SCHOOLS (Mrs. Tracey L. Marinelli)

1. Superintendent's Report.

Mrs. Marinelli advised the Board of the following:

- All mandatory drill have been performed in all three schools
- Enrollment School #1- 365, School #2-343, and School #3-196
- There are zero suspensions and one HIB
- Mr. Schoeneich will be working with the students to prepare a video on the new HIB laws
- The DEAC committee will be attending and presenting in Atlantic City at the NJESA/FEA/NJACD conference
- Monday, March 21, 2022 will be the Ribbon cutting for the new Gifted and Talented room. Brunch will be served
- Learning 2025-We will be submitting an application to be a lighthouse District for the country
- Mrs. Dilkes and Mrs. Marinelli will be speaking on a NJDOE podcast
- As per the new HIB laws, we will be voting to confirm an HIB on this agenda

(Exhibit A)

On Motion of Mr. Russo and Seconded by Mr. DeMarco the following motion was offered for approval.

2. BE IT RESOLVED, that the Little Falls Board of Education affirms the Superintendent's decision in HIB investigation Sc1-004-01-20-22-LFD-005 and Sc3-001-01-31-21-LFD-006 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 affect students' parents.

AYES: 5
ABSENT: 1
ABSTAIN: 3 Dr. Capizzi, Mr. Miraglia, and Mr. Russo
NAYES: 0

C. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT-(Melissa Sanzari-Stevens)
Mrs. Stevens advised the Board of the following:

- Please complete Board Training and ethics
- Pre-approval for the 2022-2023 Budget is on this agenda
- PSE&G Boiler replacement- we have approval for Schools 2 and 3 waiting on School #1

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 March 15, 2022, Warrant No.'s #28269 thru # 28336(Current Account) totaling $; 1,602,133.03 and Warrant No. #1237thru 1238 (Cafeteria Account) totaling $ 48,111.16 and Warrant No. #1009 (Before and After Care Account) totaling $ 126.29 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 – FEBRUARY 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 February 28, 2022 Transfer Report.

(Exhibit B-1)

3. TREASURER AND SECRETARY'S REPORTS – FEBRUARY 2022

RECOMMEDED 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 February 28, 2022.

(Exhibit C)

4. APPROVAL OF MAXIMUM TRAVEL EXPENDITURE BUDGET 2022- 2023

WHEREAS, the Little Falls Board of Education policy No. 6471 and N.J.A.C.6A:23A-1.2(b) provides that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2022-2023 school year; and

WHEREAS, the Little Falls Board of Education appropriated $ 15,208.50 for travel and expense during the 2021-2022 school year and has spent $5,758.00 as of March 1, 2022.

NOW, THEREFORE BE IT RESOLVED, that the Little Falls Board of Education, hereby establishes the school district travel maximum for the 2022 - 2023 school year at the sum of $75,000; and

BE IT FURTHER RESOLVED, that the School Business Administrator shall track and record these costs to insure that the maximum amount is not exceeded.

5. 2022-2023 BUDGET SUBMISSION

BE IT RESOLVED that the tentative budget be approved for the 2022-2023 School Year and that the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	BUDGET	LOCAL TAX LEVY
TOTAL GENERAL FUND	$17,519,911.00	$15,722,542.00
TOTAL SPECIAL REVENUE FUND	$ 1,502,862.00	
TOTAL DEBT SERVICE	$ 244,560.00	$ 211,079.00
TOTALS:	$19,267,333.00	$15,933,621.00

And to advertise said tentative budget in the Herald & News in accordance with the form suggested by the State Department of Education and according to law; and

BE IT FURTHER RESOLVED, that a Public Hearing be held in the Multi-Purpose Room at School #1, 32 Stevens Avenue, Little Falls, New Jersey on April 26, 2022 at 7:00 p.m. School #1 for the purpose of conducting a Public Hearing on the Budget for the 2022 - 2023 School Year, with the regularly scheduled meeting to follow immediately after the Budget Presentation.

6. APPROVAL OF PURCHASE – SCHOOL BUS – H.A. DEHART & SON

Pursuant to N.J.S.A. 18A:18A-10 {a);) and N.J.A.C. 5:34-7.29(c), and based upon the recommendation of the School Business Administrator /Board Secretary,

The Little Falls Board of Education, by this resolution and without advertising for bids, authorizes the purchase of Type A, B & C School Vehicles from the following listed State Contract vendor who participates with the New Jersey Cooperative Purchasing Program through Hunterdon County Educational Services Commission.

The State Contract vendor agrees to sell Type A, B & C School Vehicles to the Little Falls Board of Education in accordance and subject to all conditions applicable to the individual state contract at a cost not to exceed $80,000.00.

Vendor	State Contract#
H.A. DEHART & SON	#HCESC-VEH-21-10

Description
2023 Thomas 051MS 24 Passenger Bus

7. ACCEPTANCE OF DONATIONS

As per the recommendation of the Superintendent moved that the Little Falls Board of Education accept, pursuant to Board of Education Policy #7230, "Gifts, Grants and Donations," the following donations for the Class of 2021/2022:

A. Check # 11068	$5,000.00 for the Class of 2021/2022	An anonymous Donor

AYES: 8
ABSENT: 1
NAYES: 0

E. EDUCATION COMMITTEE (Dr. Rachel Capizzi)

On motion of Dr. Capizzi and seconded by Mr. DeMarco, 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 D)

2. APPROVAL OF SCHOOL TRIPS -21/21 SY

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following field trips: (Exhibit E)

3. DISPOSAL OF TEXT BOOKS
RESOLVED, to approve the disposal of the attached Houghton Mifflin Math textbooks, found to be obsolete. (Exhibit F)

4. APPROVAL UNIVERSITY OF PHOENIX 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 University of Phoenix student effective March 16, 2022 through May 2022.

Paulo Maderira

5. AMEND 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)

6. AMEND 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)

7. AMEND 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)

8. APPROVE/RATIFY HOME INSTRUCTION
RECOMMENDED BY THE SUPERINTENDENT, move that the Little Falls Board of Education approve home instruction services to district student #2001538. Home instruction not to exceed 10 hours per week retroactive to March 4, 2022 through April 26, 2022.

Mrs. Verdi inquired if Back to School Night would go back to in person.
Mrs. Marinelli replied, No, but we are looking into an Open House.
AYES: 8
ABSENT: 1
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:
*02/25/2022and *02/28/2022	Play Photo	Café 2:00pm	School #1 PTA
6/20/2022 thru 6/24/2022	Jr. Police Academy	Gym/Playground/Rm 107 8am- 3pm	Little Falls PD

2. DISPOSAL OF OFFICE FURNITURE
RESOLVED, to approve the disposal of one office desk (tag # 007632), unrepairable.

AYES: 8
ABSENT: 1
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-NJESA/FEA/NJACD CONFERENCE-MARCH 24-25, 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 NJESA/FEA/NJACD Conference being held March 24-25, 2022 Atlantic City, NJ:

NAME	WORKSHOP/LOCATION	DATE	ESTIMATED COST (Mileage/Meals Conference)
Tracey Marinelli, Sup.	NJSA/FEA/NJACD Workshop	3/24-3/25/2022	$14.00 Tolls $90.00 milage $375.00 Ind. Reg
Jill Castaldo			$370.00 Ind, Reg. $90.00 milage $14.00 Tolls
Nicole Dilkes			$210.00 Ind. Reg. $90.00 milage $14.00 Tolls
Tiffany Sellito			$370.00 Ind. Reg. $90.00 milage $14.00 Tolls
Lynn Donovan			$370.00 Ind. Reg $90.00 milage $14.00 Tolls $59.00 Meals Overnight Stay $44.25 Meals 1st & Last day of travel for each

NAME	WORKSHOP/LOCATION	DATE	ESTIMATED COST
Tracey Marinelli, Sup.	NJSA/FEA/NJACD		Conference Accommodations
Jill Castaldo			$145.00 as per GSA rate
		3/24-3/25/2022	Hotel Accommodations per night, each Attendee + applicable taxes
Lynn Donovan			$145.00 as per GSA rate
Tiffany Sellito		3/24-3/25/2022	Hotel Accommodations per night, each Attendee + applicable taxes

3. REIMBURSEMENT OF TRAVEL EXPENSES-NJSBA CONFERENCE-JUNE 7-10, 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 NJSBA Conference being held JUNE 7-10, 2022:

NAME	WORKSHOP/LOCATION	DATE	ESTIMATED COST (Mileage/Meals Conference)
Melissa Sanzari-Stevens	NJSBA Workshop	6/7-6/10/2022	$14.00 Tolls $90.00 milage $275.00 Individual Reg Atlantic City, NJ $59.00 Meals Overnight Stay $44.25 Meals 1st & Last day of travel for each

NAME	WORKSHOP/LOCATION	DATE	ESTIMATED COST
Melissa Sanzari-Stevens	NJSBA Conference	6/7-6/10/2022	Mileage/Meals Conference $262.00 as per GSA rate Hotel Accommodations per night, each Attendee + applicable taxes

4. APPROVAL OF APPOINTMENT-ASSISTANT BEFORE CARE AND AFTER CARE FOR THE 2021-2022 SY

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following Assistants for the Before and After Care- The Hive at a rate of $ 15.00 per hour.

Robert Scelzo

5. AMEND APPROVAL OF MATERNITY LEAVE OF ABSENCE 21/22 SCHOOL YEAR

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education, approve the following maternity leave of absence:

22/23 School Year

Name	Position/ Location	Leave Start Date	Accumulated Sick days Applied	FMLA Start date	NJFLA Date	EXTENDEND LEAVE (Unpaid without benefits)	Date of Return (Anticipated)
4038	Sch 1					09/01/2022 through 01/31/2023	**02/01/23**

6. APPROVAL OF APPOINTMENT-TEACHER BEFORE CARE AND AFTER CARE FOR THE 2021-2022 SY
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following teachers for the Before and After Care- The Hive at a rate of $ 20.00 per hour.

Kimberly DeLia

7. AMEND/RATIFY APPROVAL OF APPOINTMENT-ASSISTANT BEFORE CARE AND AFTER CARE FOR THE 2021-2022 SY
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following Assistants for the Before and After Care- The Hive at a rate of $ **20.00 per hour**, retroactive to November 8, 2022.

Andrea Marchesani
Amy Wright

8. APPROVAL OF INTERIM ADMINISTRATOR FOR THE 2021-2022 SY
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve Joseph Abate as an interim administrator, as needed, effective March 16, 2022 through June 1, 2022. The rate of pay will be $300.00 per day.

9. APPROVE RATIFY HOME INSTRUCTION
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve **Learn Well, Carepoint Health- Center** to provide home instruction for student #2001538 for 10 hours per week prorated from March 4, 2022 through April 26, 2022, at a fee of $49.00/hr.

AYES: 8
ABSENT:1
NAYES: 0

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

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

1. FIRST READING OF POLICY-ALERT
As per the recommendation of the Superintendent moved that the Little Falls Board of Education hold a first reading of the following policy:

P	2415.05	Student Surveys, Analysis, Evacuations, Examinations, Testing, or Treatment (M) (Revised)
P&R	2431.4	Prevention and Treatment of Sports- Related Concussions and Head Injuries (M) (Revised)
R	2460.30	Additional/Compensatory Special Education and Related Services (M) (Revised)

P	2622	Student Assessment (M) (Revised)
R	2622	Student Assessment (M) (Revised)
P	3233	Political Activities (Revised)
P	5541	Anti-Hazing (M) (New)
P	7540	Joint Use of Facilities
P&R	8465	Bias Crimes and Bias-Related Acts (M) (Revised)
P	9560	Administration of School Surveys (M) (Revised)

AYES: 8
ABSENT: 1
NAYES: 0

J. REFERENDUM COMMITTEE (Mr. Fred DeMarco)
Mrs. Marinelli advised the Board that we have one year to go back out for Referendum. We are looking to take advantage of other funding. Once that is secured, we would then resubmit to the community and then go out for Referendum.

K. COMMITTEE REPORTS- Mr. Murphy stated that there was a Policy Committee Meeting this evening prior to the Board meeting an email will go out with the details.

Mrs. Verdi also stated that a Personnel Committee meeting was held this evening prior to the Board meeting and an email detailing the meeting would go out to the Board members.

X. UNFINISHED BUSINESS - None

XI. OPEN MEETING TO THE PUBLIC

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

Dunia Hamdan, Camp Bal Pl. Little Falls, NJ, inquired about the Pre-K program now and going forward.

Mrs. Marinelli explained the future of the Pre-k program. A discussion ensued on the program and the referendum.

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: 8
ABSENT: 1
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 an HIB issue (Sc3-002-02-28-22--LFD-007). Approximate time (15) fifteen minutes. Action will not be taken.

AYES: 8
ABSENT: 1
NAYES: 0 (7:52 PM)

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

AYES: 8
ABSENT: 1
NAYES: 0 (8:00 PM)

XIV. ADJOURNMENT

On motion of Mrs. Verdi and seconded by Mr. DeMarco the meeting was adjourned 8:01 pm.

AYES: 8
ABSENT: 1
NAYES: 0

Respectfully Submitted,

Melissa Sanzari-Stevens

Melissa Sanzari- Stevens
Business Administrator/Board Secretary