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

MINUTES

REGULAR MEETING: Tuesday, October 11, 2022 Minutes
Mr. Breitwieser called the meeting to order at 7:00pm.

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

Board Members Absent: Mr. Jandoli, Mr. Russo and Mrs. Verdi

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

V. CORRESPONDENCE- None

VI. MINUTES

On motion of Dr. Capizzi and seconded by Mrs. Kribs the following motions 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- September 20, 2022

AYES: 6
ABSENT: 3
NAYES: 0

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

On motion of Mr. DeMarco and seconded by Mrs. Kribs, the meeting was opened for public comment.
Since no, one wished to be heard,

On motion of Mr. DeMarco and seconded by Mr. Murphy moved that the Little Falls Board of Education close the meeting to the public.
AYES: 6
ABSENT: 3
NAYES: 0

VIII. PRESENTATION

Mrs. Marinelli presented certificates to the following Hornets of The Month
School #1 Freddy Del Toro- Zachary Briones- Amanda Lopez- Dylan Carrubba
School #2 Deanna Decaito
School #3 Audrina Manzanarez- Kayleigh Sproviero

Mrs. Marinelli and Mrs. Castrovinci presented the Spring 2022 Standardized Test Assessment Scores to the Board of Education.
Mrs. Marinelli also also presented the School Self-Assessment Grades to the Board of Education.

IX. REPORTS

A. PRESIDENT'S REPORT

Mr. Breitwieser advised the Board of the following:

- October 28th is the Little Falls Education Foundations Octoberfest
- December 13th is Our Referendum Vote
- Thank you to the Administration, staff and Teachers for all you do!

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

1. Superintendent's Report

Mrs. Marinelli advise the Board of the following:

- There was one HIB, School #3 , found to be unconfirmed
- There were zero suspensions
- All mandatory drill have been performed in all three schools
- Enrollment School #1- 386, School #2- 348, and School #3-170
- We have had some fabulous presenters in the Schools and have started fieled trips. We are hoping to start Broadway again.
- Virtual Election at School #1 was a success
- Will be starting a new initiative after the Referendum- A Portrait of a Hornet
- There are a lot of activities coming up from the PTAs and the Little Falls Education Foundation
- December 13, 2022 is our Referendum Vote

(Exhibit A)

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

Mrs. Stevens advised the Board of the following:

- The approval of the Budget Development Calendar is on the agenda this evening
- School #3 bathrooms are also on this agenda for approval and work will begin over teachers convention

D. FINANCE & INSURANCE COMMITTEE (Mrs. Diana Kribs)

On motion of Mrs. Kribs and seconded by Mr. Murphy, 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 October 11, 2022, Warrant No.'s #28813 thru #28919 (Current Account) totaling $;801,451.96 $Warrant No.#1252 thru #1253(Cafeteria Account) totaling $62,281.39, Warrant #'s 1012 thru #1018 totaling $ 1,400.00, (Before and After Care) 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 – SEPTEMBER 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 September 30, 2022 Transfer Report.

(Exhibit B-1)

3. TREASURER AND SECRETARY'S REPORTS – SEPTMBER 30, 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 September 30, 2022.

(Exhibit C)

4. APPROVAL OF BUDGET DEVELOPMENT SCHEDULE AND CALENDAR 22/23

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education to approve the Budget Development Schedule and Calendar for the FY 2022-2023, as attached. (Exhibit D)

5. APPROVE/RATIFY OF REMUNERATION FOR 2022-2023 BOOST REMEDIATION PROGRAM (TITLE 1)

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the 2022-2023 Boost Remediation Program to be charged to the Title I for the 2022-2023 School Year.

6. ACCEPTANCE OF BID

WHEREAS, the Little Falls Board of Education (hereinafter referred to as the "Board") advertised for bids for the School #3 Bathroom Renovations Project (hereinafter referred to as the "Project"); and

WHEREAS, on September 15, 2022 the Board received bids for the Project as reflected on the attached bid tabulation sheet; and

WHEREAS, the lowest responsible bid for the Project was submitted by Salazar and Associates, Inc. (hereinafter referred to as "Salazar") with a base bid in the amount of $819,000; and

WHEREAS, Grove Contracting, LLC submitted a bid protest dated September 19, 2022, alleging that the bid submitted by Salazar is materially defective; and

WHEREAS, the Board has carefully considered the contention of the protester and finds that the bid submitted by Salazar is responsive in all material respects. The Board specifically finds that any and all omissions are waive able, nonmaterial defects.

WHEREAS, the bid submitted by Salazar is responsive in all material respects and it is the Board's desire to award the contract for the Project to Salazar.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby awards the contract for the School #3 Bathroom Renovations Project to Salazar & Associates, Inc. in a total contract amount of $819,000.

BE IT FURTHER RESOLVED that this award is expressly conditioned upon the contractor furnishing the requisite insurance certificate and labor and materials/performance bond as required in the project specifications, together with an AA201-Project Manning Report, an executed A-101-Standard Form of Agreement Between Owner and Contractor and an executed A-201-General Conditions of the Contract for Construction, as prepared by the Board Attorney, within ten (10) days of the date hereof.

BE IT FURTHER RESOLVED that the Board Attorney is hereby directed to draft the agreement with the successful bidder consistent with this Resolution and with the terms contained in the bid documents approved by the Board for the Project. The Board President and the Board Secretary are hereby authorized to execute such agreement and any other documents necessary to effectuate the terms of this Resolution.

BIDDER	**BASE BID**
Grove Contracting LLC	$ 823,700.00
Salazar & Associates Inc.	$ 819,000.00
K&D Contractors LLC	$1,233,000.00
C.M.G. Group Inc	$ 910,00.00
LaRocca Inc.	$1,499,000.00
Billy Contacting & Restoration Inc.	$ 838,000.00

7. APPROVAL OF REFUNDS
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve refunds for the 2021-2022 Before and Aftercare program in the amount of $1,400.00.

8. APPROVE/RATIFY OF OUT OF DISTRICT PLACEMENTS
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following out of district placement and extraordinary services for student 2002588 at Shepard School for the 2022-2023 School Year at a tentative rate of $67,071.57, October 11, 2022-June 2023.

9. ACCEPTANCE OF NORTHERN REGION EDUCATIONAL SERVICES COMMISSION TRANSPORTATION SERVICES AGREEMENT-22-23 SY
RECOMMENDED ACTION by the Superintendent, in consultation with the School Business Administrator/Board Secretary move that the Little Falls Board of Education accept the Northern Region Educational Services commission transportation services agreement for the 2022-2023 school year.

ROUTE #	SCHOOL	CONTRACTOR	# OF STUDENTS	EST. COST PER ROUTE (incl.surcharge)	DATE
2502	Academy 360-Lower School	Jersey Kids Transportation	1	$31,260.00 + $1,250.40	9/6/22-6/2023
2546	Lakeview Learning Center	Jersey Kids Transportation	1	$44,546.40+$1,781.86	9/8/22-6/2023
2626	Windsor Learning Center-PL	Jersey Kids Transportation	2	$88,200.00+$3528.00	9/7/22-6/2023

AYES: 6
ABSENT: 3
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. DONATION OF BOOKS
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the donation of outdated textbooks found to be obsolete, to Oasis.

2. APPROVAL OF SCHOOL TRIPS -22/23 SY
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following field trips: (Exhibit E)

3. APPROVAL OF G&T SCHOOL TRIPS -22/23 SY

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

4. APPROVE/RATIFY APPROVAL OF HOME INSTRUCTION

RECOMMENDED BY THE SUPERINTENDENT, move that the Little Falls Board of Education approve home instruction services to district student #2002870. Home instruction not to exceed 10 hours per week retroactive to October 3, 2022 through November 30, 2022.

5. APPROVAL OF SPEAKING ENGAGMENT SERVICES FOR THE 22/23 SY

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve I'm Just A Kid With An IEP, East Hanover, NJ in the amount of $6,000.00, for student assembly, WHY NOT ME, and a rate of $2,500.00 for parent presentation, for a total of $8,500.00.

6. APPROVAL OF CLIMATE COMMITTEE

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following staff /members to the Climate Committee for the 2021-2022 school year.

School #2	**School #3**	**School #1**
Officer Vanak	Matt Rohllf	Dana Sprague
Kelly Davis	Kelly Davis	Officer Vanak
Megan Castaneda	Officer Vanak	Lindsey Enchelmaier
Jill Castaldo	Jessica Nucum	Lauren Restaino
Julianne Fuoco		Jim Schoeneich

7. APPROVAL OF WELLNESS COMMITTEE

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following staff /members to the Wellness Committee for the 2021-2022 school year.

School #2	**School #3**	**School #1**
Julie Abboud	Michael Russo	Dana Sprague
Kelly Davis	Cecelia.Ostrowski	Donna Hamilton
Jon Buset	Joe Schmidt	Monica Heaney
Jill Castaldo	Celeste Bonilla	Sue Galione
April Hill	Jessica Nucum	Dian Kribs
	Audrey O'Jeda	Gina Testa

8. APPROVAL OF GIRL SCOUT PRESENTATION

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the Girl Scouts, Girl Power Robotics, to host an assembly for the

aftercare programs at School #2 on October 27, 2022 and at School #3 on October 28, 2022.

9. APPROVAL OF SUBMISSION SCHOOL SELF-ASSESSMENT

BE IT RESOLVED that 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 2021- 2022 -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.

AYES: 6
ABSENT: 3
NAYES: 0

F. REPAIRS & MAINTENANCE/BUILDING & GROUNDS COMMITTEE (Mr. Michael Russo)

On motion of Mr. DeMarco and seconded by Mr. Miraglia, the following motions were offered for approval.

1. APPROVAL OF HEALTH AND SAFETY EVALUATION OF SCHOOL BUILDINGS CHECKLIST

WHEREAS, the Little Falls Board of Education and its Chief School Administrator have reviewed the district's Health and Safety Evaluation of School Buildings checklist for 2022-2023 and have determined that all items of the Health and Safety Evaluation of School Buildings checklist have been satisfactorily completed in accordance with applicable requirements;

NOW, THEREFORE, BE IT RESOLVED, that the Little Falls Board of Education hereby affirms the accuracy of the School District's Statement of Assurance and Health and Safety Evaluation of School Buildings checklist. (Exhibit G)

AYES: 6
ABSENT: 3
NAYES: 0

G. PERSONNEL/NEGOTIATIONS COMMITTEE (Mrs. Lauren Verdi)

On motion of Mr. Miraglia 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 H)

2. REIMBURSEMENT OF TRAVEL EXPENSES-NJSBA CONFERENCE-OCTOBER 24-27, 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 OCTOBER 24-27, 2022:

NAME	WORKSHOP/LOCATION	DATE	ESTIMATED COST (Mileage/Meals Conference)
Melissa Sanzari-Stevens	NJSBA Workshop	10/24-10/27/2022	$14.00 Tolls $90.00 mileage
Tracey Marinelli			$ 2,200.00 Group Registration
Rachel Capizzi			Atlantic City, NJ
Charles Smith		10/24-10/26/2022	
Michael Russo			$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 Workshop	10/24-10/27/2022	Mileage/Meals Conference
Tracey Marinelli			$98.00 as per GSA rate
Rachel Capizzi			Hotel Accommodations
Charles Smith		10/24-10/26/2022	per night, each Attendee
Michael Russo			+ applicable taxes

3. APPROVAL OF THE STANDARD OPERATING PROCEDURES MANUAL- 22-23

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the attached Standard Operating Procedures Manuel (SOP) for the Little Falls Public School District.

4. APPROVE/RATIFY ACCEPTANCE OF RESIGNATION- ABA PARAPROFESSIONAL

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Monique Nieves, ABA paraprofessional, effective October 5, 2022.

5. 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 August 31, 2022.

Lisa Spero
MA 15 STEP 9/10
MA 45 STEP 9/10

6. APPROVE/RATIFY APPROVAL OF HOME INSTRUCTION

RECOMMENDED ACTION BY THE SUPERINTENDENT, move that the Little Falls Board of Education approve Michelle Generelli, Marissa Bariso, and Marissa Natale to provide home instruction services to district student 2002870 at a rate of $30.00 per hour. Home instruction not to exceed ten (10) hours per week, effective October 3,

2022 through November 30, 2022.

7. APPROVE/RATIFY APPOINTMENT OF ABA PARAPROFESSIONAL 22-23 SY
RECOMMENDED ACTION by the Superintendent, move that the Little Falls Board of Education approve the appointment of Geraldine Kearns as an ABA paraprofessional, effective October 4, 2022 through June 30, 2023.The rate of pay will be Step 1 as per the 2022- 2025 LFEA collective negotiation agreement, paraprofessional salary guidelines. pending all background checks.

8. APPROVE/RATIFY APPOINTMENT OF ABA PARAPROFESSIONAL 22-23 SY
RECOMMENDED ACTION by the Superintendent, move that the Little Falls Board of Education approve the appointment of Amy Sotelo as an ABA paraprofessional, effective October 10, 2022 through June 30, 2023.The rate of pay will be Step 1 with teacher certification stipend as per the 2022- 2025 LFEA collective negotiation agreement, paraprofessional salary guidelines, pending all background checks.

9. APPROVE/RATIFY APPOINTMENT OF ABA PARAPROFESSIONAL 22-23 SY
RECOMMENDED ACTION by the Superintendent, move that the Little Falls Board of Education approve the appointment of Vanessa Perez-Hamdan as an ABA paraprofessional, effective October 10, 2022 through June 30, 2023.The rate of pay will be Step 1 as per the 2022- 2025 LFEA collective negotiation agreement, paraprofessional salary guidelines, pending all background checks.

10. APPROVE/RATIFY APPOINTMENT –LONG TERM MATERNITY LEAVE REPLACEMENT TEACHER 22-23 SY
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve Mark Urbanik, maternity leave replacement teacher School #2, Effective October 5, 2022 through January 30, 2023 or the return of the teacher. Rate of pay will be BA Step 1-2, pending all background checks.

11. ACCEPTANCE OF RESIGNATION- PARAPROFESSIONAL
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Josephine Barilari, paraprofessional, effective November 4, 2022.

12. APPROVAL OF APPOINTMENT –LONG TERM MATERNITY LEAVE REPLACEMENT TEACHER 22-23 SY
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve Alyssa Handel, maternity leave replacement teacher School #3, Effective November 28, 2022 through April 21, 2023 or the return of the teacher. Rate of pay will be BA Step 1-2, pending all background checks.

13. AMEND/APPROVE NURSE SUBSTITUTE PAY
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education amend the established nurse substitute pay for the 2022–2023 School Year, at a rate

of $200.00 per diem for a substitute school nurse and a rate of $100.00 per diem, for a district nurse to provide coverage for field trips and or school coverage, if no substitute is secured.

Mrs. Marinelli expressed her gratitude to the nurses. It has been difficult to get substitutes for the nurses and hopes that this increase will help in aiding that problem. Thank you to all of our nurses for their coverage.

AYES: 6
ABSENT: 3
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. DeMarco, the following motions were offered for approval.

1. SECOND READING OF POLICY-ALERT 228
As per the recommendation of the Superintendent moved that the Little Falls Board of Education hold a second reading of the following policy:

P	0163	Quorum (Revised)
P	1511	Board of Education Website Accessibility (M)(Revised)
P	2415	Every Student Succeeds Act (M)(Revised)
P &R	2432	School Sponsored Publication (Abolished)
P	3216	Dress and Grooming (Revised)
P	3270	Professional Responsibilities (Revised)
R	3270	Lesson Plans and Plan Books (Revised)
P	4216	Dress and Grooming (New)
P&R	5513	Care of School Property (M)(Revised)
P	5517	School District Issued Student Identification Cards (M)(Revised)
P	5522	Student Journalism (M)(New)

(Exhibit I)

2. WAIVER OF TRANSPORTATION
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following transportation waivers in accordance with N.J.S.A 18A:391c and District Policy number 8613.

Student ID # 2003150

3. BUS EVACUATION DRILLS
MOVED that the Little Falls Board of Education accept the Bus Evacuation Drills Report, as circulated for the first part of the 2022/2023 School Year. Bus Evacuation Drills took place on September 20, 2022, at Schools #1, #2, and #3. (Exhibit J)

AYES: 6
ABSENT: 3
NAYES: 0

J. REFERENDUM COMMITTEE (Mr. Fred DeMarco)

Mr. DeMarco stated that there would be a Facility upgrade tour at School #2 On Monday October 17, 2022 at 6:00pm. There will also be a newsletter going out sometime next week.

K. COMMITTEE REPORTS

Mrs. Kribs advised the Board that there will be a Finance committee meeting this evening after the Board meeting. An email will go out to the Board with the details.

Mr. Breitwieser advised the Board that there was a Policy committee meeting this evening before the Board meeting and an email with the details will be sent to the Board.

X. UNFINISHED BUSINESS

Mrs. Marinelli stated that there would be a 5th and 6th grade movie night on October 26th and an 8th grade Halloween dance on October 27th.

XI. OPEN MEETING TO THE PUBLIC

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

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

AYES: 6
ABSENT: 3
NAYES: 0
MOTION CARRIED UNANIMOUSLY

XII. NEW BUSINESS- None

XIII. EXECUTIVE SESSION

On motion of Mr. Miraglia and seconded by Mrs. Kribs move that the Little Falls Board of Education go into Executive Session to discuss an HIB issue (SC3-001-09-19-22-LFD-001. Approximate time (15) fifteen minutes. Action will not be taken.

AYES: 6
ABSENT: 3
NAYES: 0 (7:49 PM)

On motion of Mrs. Kribs and seconded by Mr. Miraglia move that the Little Falls Board of Education return from Executive Session.

AYES: 6
ABSENT: 3
NAYES: 0 (7:52 PM)

XIV. ADJOURNMENT

On motion of Mr. Murphy and seconded by Mr. DeMarco the meeting was adjourned 7:53 pm.

AYES: 6
ABSENT: 3
NAYES: 0

Respectfully Submitted,

Melissa Sanzari-Stevens

Melissa Sanzari- Stevens
Business Administrator/Board Secretary