

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

**MINUTES**

**REGULAR MEETING: Tuesday, August 17, 2021 Agenda  
Mr. Brietwieser 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, Mrs. Kribs, Mr. Jandoli, Mr. Miraglia, Mr. Murphy and Mrs. Verdi  
  
Board Members Absent: Dr. Capizzi, Mr. DeMarco, and Mr. Russo,  
  
Also, Present- Mrs. Tracey Marinelli, Superintendent and Mr. Joseph Abate, Jr. Interim Business Administrator/Board Secretary

- V. CORRESPONDENCE -None

- VI. MINUTES  
On motion of Mr. Miraglia and seconded by Mr. Murphy 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. August 3, 2021- Regular Meeting

AYES: 6  
ABSENT: 3  
NAYES: 0

- VII. OPEN MEETING TO THE PUBLIC – **(Limited to Agenda Items Only)**  
On motion of Mrs. Kribs and seconded by Mr. Miraglia, the meeting was opened for public comment.

Mrs. Tracey Sinforosa , Little Falls, asked about the Safe Return Plan, use of masks.

Mrs. Marinelli explained the procedures of the Safe Return Plan.

Since no one wished to be heard,

On motion of Mr. Jandoli 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

VIII. PRESENTATION- None

IX. REPORTS

A. PRESIDENT’S REPORT

Mr. Breitwieser thanked the staff for all the behind the scenes work through the constant changing guidelines . We as a board have our trust in Mrs. Marinelli, and know that she has all of our children’s best interest at heart.

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

1. Superintendent’s Report.

Mrs. Marinelli advised the Board of the following:

- Thank you to Mr. Abate, Charlie Smith, and the DPW for the installation of the Blue Ribbon Medallion, at School #3.
- We will try to make this school year as normal as possible.

B. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT- (Joseph Abate, Jr.)

Mr. Abate advised the Board of the following:

- There has been no change in the referendum. It is still at the state level
- Bathrooms at School #2 are complete
- School #3 project is still in process

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

On motion of Mrs. Kribs and seconded by Mr. Breitwieser 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 August 17, 2021, Warrant No.’s #27668 thru #27746

(Current Account) totaling \$1,269,781.17 Warrant No. # 1220 thru 1222 (Cafeteria Account) totaling \$40,583.12; and (Debt Service) #7282021 wire transfer totaling \$381,055.00 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 A)

2. TRANSFERS – July 31, 2021

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 July 31, 2021 Transfer Report.

(Exhibit B)

3. TREASURER AND SECRETARY’S REPORTS – July 31, 2021

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 July 31, 2021.

(Exhibit C)

4. APPROVAL OF WEBSITE

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve JAM Graphics, 502 Hamburg Turnpike Wayne NJ 07470, for fees services for the district’ website, at fee of \$4,990.20.

5. ACCEPTANCE OF NORTHERN REGION EDUCATIONAL SERVICES

COMMISSION TRANSPORTATION SERVICES AGREEMENT-21-22 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 2021-2022 school year.

SCHOOL	CONTRACTOR	# OF STUDENTS	EST. COST PER ROUTE (incl.surcharge)	DATE
Windsor Learning Center	Trans Ed Route# 846	5	\$11,8562.00 + \$462.48	7/6/20-6/21

6. APPROVAL OF APPOINTMENT OF BEHAVIORAL HEALTHCARE SERVICES

**WHEREAS**, the Little Falls Board of Education (“the Board”) has a need to retain the professional services of Behavioral Healthcare Services pursuant to the provisions of N.J.S.A. 18A:18A-5(a)(1); and

**WHEREAS**, the Board solicited Requests for Proposals (“RFP”) for Behavioral Healthcare Services; and

**WHEREAS**, CarePlus, submitted a proposal indicating they will provide Behavioral Healthcare Services for the Board in accordance with the RFP and proposal; and

**WHEREAS**, the Board finds that the proposal submitted by CarePlus is most advantageous, price and other factors considered; and

**NOW, THEREFORE, BE IT RESOLVED** that CarePlus shall be appointed as the Board’s Behavioral Healthcare Service provider and that a contract for such services shall be awarded for the following reasons:

1. Overall knowledge and familiarity of the firm with the specific needs and operations of the District and similarly situated public school districts
2. Competitive price structure and options for the services, including options for highly qualified and specially trained staff
3. Demonstrated success in the field of Behavioral Healthcare Services
4. Demonstrated quality in the provision of well-trained, knowledgeable and experienced Behavioral Healthcare professionals who can meet the needs of the district and its students
5. Demonstrated ability of the firm to exceed the minimum requirements of the District, including through the provision of staff exceeding the minimum level of training and certification required by the RFP

**BE IT FURTHER RESOLVED** that:

1. The Board hereby appoints CarePlus as Behavioral Healthcare Service provider , for the period covering 12 months from the date of this Resolution.
  2. 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.
  4. A notice of award shall be published in the official newspaper of the Board.
7. RESCIND APPROVAL OF OUT OF DISTRICT PLACEMENTS  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education rescind the following out of district placement and extraordinary services for student 2001657 at Windsor Learning Center for the 2021-2022 School Year for \$69,930.00.

AYES: 6

NAYES: 0

ABSENT: 3

- E. EDUCATION COMMITTEE (Dr. Rachel Capizzi)  
On motion of Jandoli and seconded by Mr. Murphy the following motions were offered for approval.

- 1. DISTRICT CURRICULUM RE-ADOPTION

- MOVE that the Little Falls School District Board of Education approve the re-adoption of all District Curriculum.

- AYES: 6
    - NAYES: 0
    - ABSENT: 3

- F. REPAIRS & MAINTENANCE/BUILDING & GROUNDS COMMITTEE  
(Mr. Thomas Breitwieser)  
On motion of Mr. Jandoli and seconded by Mr. Murphy the following motions were offered for approval.

- 1. DISPOSAL OF TECH EQUIPMENT

- RESOLVED, to approve the disposal of the following equipment through UPCYCLE LLC.

(Exhibit D)

- Mr. Jandoli inquired about a fee for upcycle.

- Mrs. Marinelli responded that they would recycle the items free of charge.

- AYES: 6
    - NAYES: 0
    - ABSENT: 3

- G. PERSONNEL/NEGOTIATIONS COMMITTEE (Mrs. Lauren Verdi)  
On motion of Mrs. Verdi and seconded by Mr. Murphy 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 E)

- 2. APPROVAL OF BUSINESS ADMINISTRATOR/BOARD SECRETARY FOR THE 2021-2022 SY

- RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve Melissa Sanzari- Stevens as Business Administrator/Board Secretary, effective October 4, 2021 through June 30, 2022. Rate of pay will be \$145,000.00 pro-rated.

3. APPROVAL OF BEFORE AND AFTERCARE PROGRAM- THE HIVE -TUITION FOR THE 2021-2022 SY  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the HIVE, Before and After School program tuition rate in the amount of \$200.00 monthly, for After Care, with a ten percent discount reduction for the second and third sibling and a twenty percent discount reduction for the fourth sibling.
  
4. APPROVAL OF APPOINTMENT –TEACHER  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve Alyssa Mauro, teacher, effective September 1, 2021through June 30, 2022. Rate of pay will be MA Step 1, pending all background checks.
  
5. APPROVAL OF APPOINTMENT –LONG TERM MATERNITY LEAVE REPLACEMENT TEACHER 21-22 SY  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve Alexis M. Zammataro-Cust, teacher, effective September 1, 2021through June 30, 2022. Rate of pay will be BA Step 1, pending all background checks.
  
6. APPROVAL OF APPOINTMENT- DIRECTOR -BEFORE AND AFTERCARE PROGRAM- THE HIVE FOR THE 2021-2022 SY  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve Jill Castaldo as the Director of The Hive for the 2021-2022 school Year at a stipend of \$10,000.00 per year.
  
7. 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.  
  
Paula Agens  
Margaret Castaneda (.5)  
Leamarie Pronesti (.5)
  
8. APPROVAL OF APPOINTMENT- SITE DIRECTOR -BEFORE AND AFTERCARE PROGRAM- THE HIVE FOR THE 2021-2022 SY  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve Michael Rossi as the Site Director of The Hive for the 2021-2022 school year at a rate of \$25.00 per hour, pending all background checks.

9. GRANTING OF TENURE

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education grant tenure to the following teachers, effective September 2, 2021.

- Kelly Davis- School # 2 Teacher
- Linda Teese-School # 1 Teacher
- Kelly Sutherland-School # 1 Teacher
- Cortney Brown-School # 2 Teacher
- Marissa Bariso-School # 3 Teacher
- Brianna Parella- School# 2 Teacher

10. APPROVAL OF APPOINTMENT –LONG TERM MATERNITY LEAVE REPLACEMENT TEACHER 21-22 SY

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve Matthew DiMarco, teacher, effective September 1, 2021 through June 30, 2022. Rate of pay will be BA Step 1, pending all background checks.

AYES: 6  
 NAYES: 0  
 ABSENT: 3

Mrs. Marinelli stated that even though the HIVE is listed as a Before and Aftercare program, we are only providing Aftercare at this time. The tuition stated is only for Aftercare.

Mr. Breitwieser congratulated Mrs. Melissa Sanzari-Stevens on her appointment as the new Business Administrator.

H. HEALTH & SAFETY COMMITTEE (Mr. Doug Jandoli)

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

1. APPROVE/RATIFY MEDICAL/PRESCRIPTION HEALTH BENEFITS – 2021-2022

WHEREAS, the Little Falls Board of Education has received an offer of renewal for the period July 1, 2021 to June 30, 2022 from Cigna for NJEHP medical benefits.

NJEHP	
Single	\$1,033.16
Employee/Spouse	\$2,481.65
EE/Child	\$1,963.00
Family	\$3,409.32

AYES: 6  
 NAYES: 0  
 ABSENT: 3

H. POLICY COMMITTEE (Mr. Michael Murphy)

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

1. FIRST READING OF POLICY

As per the recommendation of the Superintendent moved that the Little Falls Board of Education hold a first reading of the following policy:

- P 0131 Bylaws Policies and Regulations(Revised)
- P 1521 Educational Improvement Plans (M)(Abolished)
- P1649 Federal Families First Coronavirus (COVID-19) Response Act (M)(Abolished)
- P2421 Career and Technical Education (Revised)
- R2421 Vocational Technical Education (Abolished)
- P3134 Assignment of Extra Duties(Revised)
- P & R 3142 Nonrenewal of Non-tenured Teaching Staff Members, excluding teachers and administrators (M)(Revised)
- P & R 3221 Evaluation of Teachers (M)(Revised)
- P & R 3222 Evaluation of Teaching Staff Members, Excluding Teachers and Administrators(M)(Revised)
- P & R3223 Evaluation of Administrators, Excluding Principals(M)(Revised)
- P & R 3224 Evaluation of Principals, Vice Principals, and Assistant Principals (M)(Revised)
- P & R 4146 Nonrenewal of Non-tenured Support Staff Members (Revised)
- P & R 5460.02 Bridge Year Pilot Program (M)(New)
- P & R 6471 School District Travel (M)(Revised)
- P8561 Procurement Procedures for School Nutrition Programs (M)(Revised)

(Exhibit F)

2. AMEND ADOPTION OF SAFE RETURN PLAN

RECOMMENDED ACTION by the Superintendent moved that the Little Falls Board of Education suspend the rules of bylaw 0131 and adopt the following list of policies and regulations.

- SAFE RETURN PLAN\*

\*Inclusive Of All Policies And Procedures



3. ADOPTION OF POLICY ALERT 224

RECOMMENDED ACTION by the Superintendent moved that the Little Falls Board of Education suspend the rules of bylaw 0131 and adopt the following list of policies and regulations. (Exhibit G)

- P 1648.11 The Road Forward- Covid-19- Health and Safety
- P 6115.01 Federal Awards/Funds Internal Controls- Allow ability of Costs (M)(New)
- P 6115.02 Federal Awards/Funds Internal Controls- Mandatory Disclosures (M)(New)
- P 6115.03 Federal Awards/Funds Internal Controls-Conflict of Interest (M)(New)
- P 6311 Contracts for Goods or Services Funded by Federal Grants (M)(Revised)
- P 1648 Restart and Recovery Plan (M)(Abolished)
- P 1648.02 Remote Learning Options for Families (M)(Abolished)
- P 1648.03 Restart and Recovery Plan \_ Full Time Remote Instruction (M)(Abolished)
- P 5114 Children Displaced by Domestic Violence(Abolished)
- P 8810 Religious Holidays (Abolished)

AYES: 6

NAYES: 0

ABSENT: 3

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

K. COMMITTEE REPORTS

Mr. Murphy stated that there was a Policy meeting held and an email will go out advising of all the latest mandates.

Dr. Capizzi stated that an Education and Curriculum meeting was held prior to the Board meeting and an email would be going out with the details of the meeting.

X. UNFINISHED BUSINESS- None

XI. OPEN MEETING TO THE PUBLIC

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

On motion of Mr. Jandoli and seconded by Mr. Miraglia 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- None

XIV. ADJOURNMENT

On motion of Mrs. Verdi and seconded by Mr. Murphy the meeting was adjourned at 7:37pm.

AYES: 6

ABSENT:3

NAYES: 0

Respectfully Submitted,

Joseph Abate, Jr.  
Interim Business Administrator/Board Secretary