

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

Minutes

**REGULAR MEETING: Tuesday, January 19, 2021 Minutes
Mr. Russo 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, Mr. Jandoli, Mrs. Kribs, Mr. Miraglia, Mr. Murphy, and Mr. Russo

Board Members absent: Mrs. Verdi

Also Present- Mrs. Tracey Marinelli, Superintendent and Mr. Christopher Jones
Business Administrator/Board Secretary

V. CORRESPONDENCE - None

VI. MINUTES

On motion of Mr. DeMarco and seconded by Mr. Breitwieser 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. Reorganization Meeting – January 5, 2021
 - 2. Regular Meeting – January 5, 2021

AYES: 8
ABSENT; 1
NAYES: 0

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

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

Since no, one wished to be heard,

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

AYES: 8

ABSENT: 1

NAYES: 0

MOTION CARRIED UNANIMOUSLY

VIII. PRESENTATION

1. The Comprehensive Annual Financial Report 2019-2020 Sy was presented by Paul Lerch, Auditing Firm of Lerch Vinci & Higgins

IX. REPORTS

A. PRESIDENT’S REPORT

Mr. Russo thanked the staff and administration for getting everyone back to school.

Mr. Russo advised the Board that Board training will be assigned and a completion goal will be set. He also stated if any Board Member would like to do professional development, let him know.

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

1. Superintendent’s Report.

Mrs. Marinelli advised the Board of the following:

- Enrollment School #1- 380, School #2- 302, and School #3- 198
- There were no suspensions or HIB’s in any of the schools
- All drills are up to date. December’s drills will be completed in January, since December was virtual.
- New phone system has been installed. When a lockdown is called this system will go to directed cell phones and police department. It will also be able to determine when the lockdown is coming from.
- New bathrooms are School #2 are completed and are beautiful!
- New radios are also installed
- An email was sent out to the staff to simply say THANK YOU. All this could not have be done without everyone working together.
- Covid-19 leave laws have changed. We will not be making any unnecessary changes. Everything will remain the same.
- We have started working on next year’s calendar and on graduation.

Mr. Russo stated that the bathrooms really look amazing! He also complimented Mrs. Marinelli on all of the safety and security!

(Exhibit A)

C. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT- (Christopher Jones)

Mr. Jones advised the Board of the following:

- We have started the fixed assets report
- Monitoring our capitol and maintenance reserve
- We will begin to introduce the referendum plans as follows:
 - *all dates are subject to change
 - February 8th – Staff
 - February 17th Little Falls Education Foundation
 - February 22nd – City Council
 - February 24th Talk-a-latte
 - March 4th – Planning Board

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

On motion of Mrs. Kribs and seconded by Mr. Breitwieser the following minutes 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 January 19, 2021, Warrant No.'s # 27098 thru #27173 (Current Account) totaling \$;1,714,841.31 ; Warrant # 1036 (SUI Account) totaling \$19,767.28; Warrant No. #1208 thru #1209 (Cafeteria Account) totaling \$ 24,457.46 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 – NOVEMBER 2020

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 November 30. 2020 Transfer Report.

(Exhibit B-1)

3. TRANSFERS – DECEMBER 2020
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 December 31, 2020 Transfer Report.
(Exhibit B-2)
4. TREASURER AND SECRETARY'S REPORTS – DECEMBER 31, 2020
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 December 31, 2020.
(Exhibit C)
5. COMPREHENSIVE ANNUAL FINANCIAL REPORT (CAFR) 2019-2020 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, 2020, with no findings or audit recommendations, as submitted by the Board Office in conjunction with the auditing firm of Lerch, Vinci & Higgins, CPA.
6. 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, 2002121, at The Washington South for the 2020-2021 School Year.
7. APPROPRIATIONS OF FUNDS FROM CAPITAL RESERVE
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the transfer of up to \$150,000.00 from the district's Capital Reserve Fund into the current 2020-2021 budget for pre referendum costs.
8. APPROVAL OF AMAZON SMILE
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the Little Falls Board of Education to register and receive donations through Amazon Smile.

9. APPROVAL OF SUBMISSION

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 submit the following projects to the Department of Education for approval.

- School #1 – Renovations and Cafeteria Expansion
- School #1- Auditorium Addition
- School #2 – Renovations
- School #2- Classroom Addition
- School #3- Classroom Addition
- School #3- Bathrooms

AYES: 8
NAYES: 0
ABSENT: 1

E. EDUCATION COMMITTEE (Dr. Rachel Capizzi)

On motion of Dr. Capizzi and seconded by Mr. Murphy the following minutes were offered for approval

1. APPROVAL OF NEW SUBSTITUTE 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 SUBMISSION - STUDENT SAFETY DATA SYSTEM (SSDS)

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve in accordance with the law approve the mid-year submission of the SSDS, (Student Safety Data System).

3. APPROVAL OF INTERNSHIP 20/21 SY

As per the recommendation of the Superintendent moved that the Little Falls Board of Education approve Jessica Purn, for administrative internship with Tracey Marinelli, Superintendent, Little Falls Schools.

AYES: 8
NAYES: 0
ABSENT: 1

F. REPAIRS & MAINTENANCE/BUILDING & GROUNDS COMMITTEE

(Mr. Thomas Breitwieser)

On motion of Mr. Breitwieser and seconded by Mr. Murphy the following minutes were offered for approval.

1. AMENDMENT OF THE LONG RANGE FACILITY PLAN

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the amendment to the long-range facility plan to reflect the following:

School #1 – Renovations and Cafeteria Expansion

School #1- Auditorium Addition

School #2 – Renovations

School #2- Classroom Addition

School #3- Classroom Addition

School #3 - Bathrooms

2. DISPOSAL OF TELEPHONES

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education authorize the disposal/sale of approximately 121 Toshiba Digital Business phones, found to be obsolete.

Mr. Jandoli asked if the phones would sold.

Mr. Jones responded that we would be selling the phones.

AYES: 8

NAYES: 0

ABSENT: 1

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

On motion of Mr. Jandoli and seconded by Mr. Capizzi the following minutes were offered for approval.

1. NOTICE OF INTENT TO RETIRE– SCHOOL #1 LANGUAGE ARTS TEACHER

As per the recommendation of the Superintendent moved that the Little Falls Board of Education accept the notice of intent to retire of Mrs. Joan McMullen, teacher School #1, effective July 1, 2021. Last day of work will be June 30, 2021.

2. AMEND 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)

3. APPROVE/RATIFY ACCEPTANCE OF RESIGNATION-LUNCH/PLAYGROUND AIDE
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Kendra Lewicki, lunch/playground aide effective, December 24, 2020.

4. APPROVAL OF APPOINTMENT ABA PARAPROFESSIONAL 20/21 SY
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the appointment of Nell Marootian as an ABA Paraprofessional, step 1, effective January 25, 2021 through June 30, 2021, pending all background checks.

5. APPROVAL OF MATERNITY LEAVE OF ABSENCE 20/21- 21/22 SCHOOL YEAR
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education, approve the following maternity leave of absence:

20/21 School Year *pending the birth of the child

Name	Position/ Location	Leave Start Date	Accumulated Sick days Applied	FMLA Start date	NJFLA Date	EXTENDEND LEAVE (Unpaid without benefits)	Date of Return (Anticipated)
4643	Sch 1	03/29/21	29 sick days 3/29/2021-5/14/2021	05/17/2021	05/17/21- 06/30/21 (7 weeks)		

21/22 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)
4643	Sch 1			09/01/2021- 10/01/2021 (5 weeks)		10/04/2021- 01/28/2022	01/31/22

6. APPROVE/RATIFY ACCEPTANCE OF RESIGNATION – ABA PARAPROFESSIONAL
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Kathleen Schleicher, ABA paraprofessional effective, January 14, 2020.

7. APPROVAL OF APPOINTMENT - PARAPROFESSIONAL 20/21 SY
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the appointment of Brielle Johnson as an Paraprofessional, step 1, effective January 20, 2021 through June 30, 2021, pending all background checks.

8. APPROVAL OF APPOINTMENT - PARAPROFESSIONAL 20/21 SY
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the appointment of Pamela Gaccione as an Paraprofessional, step 1, effective February 3, 2021 through June 30, 2021, pending all background checks.

Mrs. Marinelli stated that it is with regret that we accept Mrs. McMullen's intent to retire. She has been as asset to the district, always pushing herself to the limits.

Mr. Russo congratulated Mrs. McMullen and thanked her for her many years of service.

AYES: 8
NAYES: 0
ABSENT: 1

- H. HEALTH & SAFETY COMMITTEE (Mr. Fred DeMarco) - None

- I. POLICY COMMITTEE (Mr. Michael Murphy)- None

- J. REFERENDUM COMMITTEE (Mr. Fred DeMarco)
Mr. DeMarco sated that the next Referendum meeting will be set for the beginning of February.

- K. COMMITTEE REPORTS
Mr. Jones stated that a Finance, Education and Curriculum, and a Building and Grounds meeting would also be set up.

- X. UNFINISHED BUSINESS- None

- XI. OPEN MEETING TO THE PUBLIC
On motion of Mr. Murphy and seconded by Mrs. Kribs, the meeting was opened for public comment.
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: 8
ABSENT: 1
NAYES: 0

MOTION CARRIED UNANIMOUSLY

- XII. NEW BUSINESS- None

XIII. EXECUTIVE SESSION - None

XIV. ADJOURNMENT

On motion of Mr. Miraglia and seconded by Mrs. Kribs the meeting was adjourned 7:45pm.

AYES: 8

ABSENT: 1

NAYES: 0

Respectfully Submitted,

Christopher Jones

Christopher Jones

Business Administrator/Board Secretary