

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

MINUTES

REGULAR MEETING: Tuesday, March 16, 2021 Agenda

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. Russo, and Mrs. Verdi

Mr. Murphy joined at 7:04pm.

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

V. CORRESPONDENCE- None

VI. MINUTES

On motion of Mr. Breitwieser and seconded by Mr. Jandoli 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 16, 2021

AYES: 8
ABSENT: 1
NAYES: 0

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

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

Since no, one wished to be heard,

On motion of Mr. DeMarco and seconded by Mr. Breitwieser 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 - None

IX. REPORTS

A. PRESIDENT’S REPORT

Mr. Russo stated that all Board training should be completed by June 1, 2021.

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

1. Superintendent’s Report.

Mrs. Marinelli advised the Board of the following;

- Enrollment School #1- 384, School #2- 306, and School #3- 197
- There were no suspensions or HIBs in all three schools
- All safety and security drills and fire drills have been performed
- We continue to do Referendum presentations
- A Policy committee meeting as well as an Education and Curriculum meeting was held. Letters will be going out from each building advising parents/guardians of the school day.
- We are still waiting to hear about the State Assessment
- The district has applied to be in a pilot program for a data collection model
- Thank you to Mrs. Dilkes, the administration, and teachers for expediting the application for the pilot program.

(Exhibit A)

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

Mr. Jones advised the Board of the following:

- Our Referendum project has been submitted to the Department of Education
- The Ionization project is complete in all three schools
- We are looking into allocating the stimulus money that we have received

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 March 16, 2021, Warrant No.'s #27256 thru # 27345 (27342 & 27343 Spoiled)(Current Account) totaling \$(1,550,411.73) Warrant No. #1211 (Cafeteria Account) totaling \$29,333.56 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 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 February 28, 2021 Transfer Report.

(Exhibit B-1)

3. TREASURER AND SECRETARY'S REPORTS – FEBRUARY 28, 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 February 28, 2021.

(Exhibit C)

4. APPROVE/RATIFY ACCEPTANCE OF NORTHERN REGION EDUCATIONAL SERVICES COMMISSION TRANSPORTATION SERVICES AGREEMENT-20/21

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 2020-2021 school year.

SCHOOL	CONTRACTOR	# OF STUDENTS	EST. COST PER ROUTE (incl.surcharge)	DATE
Chancellor Academy	Sami Peadia, Inc. Route# 851	1	\$5,206.21 + \$208.25	1/4/2021- 3/30/2021

5. APPROVAL OF MAXIMUM TRAVEL EXPENDITURE BUDGET 2021- 2022

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 2021-2022 school year; and

WHEREAS, the Little Falls Board of Education appropriated \$ 4,694.00 for travel and expense during the 2020-2021 school year and has spent \$205.00 as of March 1, 2021.

NOW, THEREFORE BE IT RESOLVED, that the Little Falls Board of Education, hereby establishes the school district travel maximum for the 2021 - 2022 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.

6. 2021-2022 BUDGET SUBMISSION

BE IT RESOLVED that the tentative budget be approved for the 2021-2022 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	\$18,303,003.00	\$15,396,879.00
TOTAL SPECIAL REVENUE FUND	\$332,957.00	
TOTAL DEBT SERVICE	\$406,810.00	\$376,253.00
TOTALS:	\$19,042,770.00	\$15,773,132.00

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

WHEREAS, the facility needs identified are eligible to be funded with Capital Reserve, and as such are required to be in the Long Range Facility Plan,

NOW THEREFORE BE IT RESOLVED, that the Little Falls Board of Education, in the County of Passaic, New Jersey, approves the following capital projects and the withdrawal of \$1,200,000 from the Capital Reserve account to provide funding for the 2021-2022 school year,

WHEREAS, a Statement of Purpose is required to be part of the advertised budget, included in budget line 600, Budgeted Withdrawal from Capital Reserve – for Local Share is \$1,200,000 that is for capital projects including School #3 Bathrooms and Janitor Closet Upgrades (\$1,000,000) and Faculty Room and Other Janitor Closets (\$200,000). The total cost of these projects is \$1,200,000 which represents expenditures for construction elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the NJSLS standards.

WHEREAS, NJSA 6A:23A-14.2(d) permits a Board of Education to withdraw such funds from the maintenance reserve account and appropriate into the required maintenance account lines at budget time; and

WHEREAS, the aforementioned statute authorizes procedures, under the authority of the Commissioner of Education, which permit a board of education to withdraw funds from a district's Maintenance Reserve Account by resolution for required maintenance activities for a school facility as reported in the comprehensive maintenance plan pursuant to N.J.A.C. 6A:26A-4; and

WHEREAS, the Little Falls Board of Education is desirous to withdraw funds from the Maintenance Reserve Account and appropriate said funds into the required maintenance account line in the amount of \$100,000 for items such as HVAC and boiler upkeep as well as fire and burglar alarms; and

WHEREAS, according to 6A:23A-14.2 (d)1(e), the Little Falls Board of Education shall, for any approved amounts that remain unexpended or unencumbered at the end of the school year, return such funds to the maintenance reserve account;

NOW THEREFORE BE IT RESOLVED by the Little Falls Board of Education that it hereby authorizes the district's School Business Administrator to make the necessary transfer consistent with all applicable laws and regulations

BE IT FURTHER RESOLVED, that a Public Hearing be held in the Multi-Purpose Room/via zoom at School #1, 32 Stevens Avenue, Little Falls, New Jersey on April 27, 2021 at 7:00 p.m. School #1 for the purpose of conducting a Public Hearing on the Budget for the 2021 - 2022 School Year, with the regularly scheduled meeting to follow immediately after the Budget Presentation.

7. APPROVAL OF EMERGENCY PROCUREMENT FOR FOOD SERVICE 2021-2022
BE IT RESOLVED that the Little Falls Board of Education acknowledges that the emergency Food Service Management Contract expires on June 30, 2021 and is not-renewable, and

WHEREAS, the USDA COVID19 Waiver #71 allows the flexibility to procure a non-competitive emergency contract for the 2021-2022 school year, and

WHEREAS, The Pomptonian submitted a response to the solicitation for emergency procurement for the food service management operations for July 1, 2021 through June 30, 2022.

THEREFORE, be it resolved, upon recommendation of the Business Administrator that the Little Falls Board of Education award the emergency contract for food service

management to The Pomptonian, a New Jersey Corporation, located at 3 Edison Place, Fairfield, NJ 07004-3511.

The Pomptonian shall receive, in addition to the costs of operation, an administrative/management fee of \$25,900.00 to compensate for administrative and management costs. This fee shall be billed in 10 monthly installments of \$2,590.00. The Little Falls Board of Education guarantees payment of such costs and fee to The Pomptonian.

Guaranteed operating results are not permitted during the term of the emergency contract.

8. APPROPRIATIONS OF FUNDS FROM CAPITAL RESERVE

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the transfer of \$432,000.00 from the district's Capital Reserve Fund into the current 2020-2021 budget for the purchase of the School #2 Bathroom Renovation project.

9. APPROPRIATIONS OF FUNDS FROM CAPITAL RESERVE

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the transfer of \$247,000.00 from the district's Capital Reserve Fund into the current 2020-2021 budget for the purchase of the School #3 Exterior Upgrades Project.

10. APPROVAL OF THE CORONAVIRUS RESPONSE AND RELIEF SUPPLEMENTAL APPROIATIONS ACT ELEMENTARY AND SECONDARY SCHOOL EMERGENCY RELIEF FUND II GRANT SUBMISSION

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the grant submission of the Elementary and Secondary School Emergency Relief Fund (ESSERII) as follows:

ESSER II Allocation	\$418,323.00
Learning Acceleration	\$ 26,846.00
Mental Health Support & Services	\$ 45,000.00

AYES: 9

NAYES: 0

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 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 THE 2021-2022 DISTRICT SCHOOL CALENDAR
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve 2021-2022 District School Calendar as circulated.
(Exhibit E)
3. APPROVAL OF THE 2021-2022 CENTRAL OFFICE CALENDAR
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve 2021-2022 Central Office Calendar as circulated.
(Exhibit F)
4. APPROVAL OF THE 2021-2022 CUSTODIAL OFFICE CALENDAR
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve 2021-2022 Central Office Calendar as circulated.
(Exhibit G)
5. AMEND/APPROVE THE 2020-2021 DISTRICT SCHOOL CALENDAR
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve 2020-2021 District School Calendar as circulated.
(Exhibit H)
6. APPLICATION FOR COUNTY SUBSTITUTE CERTIFICATE
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the filing of an application with the Passaic County Superintendent of Schools for a Passaic County Substitute Certificate for the following applicant:

Shanjidah Ali

7. AMEND/APPROVAL OF START AND END TIMES
 RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following start and end times for the following schools:

SCHOOL #1 *Effective April 19, 2021

Start Time: 8:30 AM
 End Time: **1:30 PM**
 Early Morning Drop Off: 8:15AM

SCHOOL #2*Effective April 19, 2021

KINDERGARTEN - 2ND GRADE
 Start Time: **8:30 AM**
 End Time: Between 12:45 - 1:30PM
 Early Morning Drop Off 8:15 AM

Pre-K Half Day *Effective March 15, 2021

AM Pre-K Start Time: **8:30AM**
 End Time: **11:00AM**
 Early Morning Drop Off 8:15 AM
 PM Pre-K Start Time: **11:00AM**
 End Time: **1:30PM**

SCHOOL #3 *Effective April 19, 2021

Start Time: **8:30 AM**
 End Time: 1:15 – 2:00PM

WHILE IN HYBRID INSTRUCTION

Single session days student schedules remain the same. School #2 dismissal between 12:45pm- 1:00pm, School #3 dismissal 1:15pm, School #1 1:30pm

** DELAYED OPENING**

In the event of a delayed opening, THE DISTRICT WILL GO ALL-VIRTUAL AT ABOVE TIMES.

AYES: 9
 NAYES: 0

- 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. USE OF FACILITIES BY OUTSIDE ORGANIZATIONS

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:*approve/ratify

Date	Event	Space/Time	Requested By:
4/10/2021	Clothing Drive	Parking Lot School #2 10:00-3:00pm	PTA School 2/3
5/6/2021 5/13/2021 (rain date)	Vender Fair	Parking Lot School #2 6:00pm-8:00pm	School #2

2. DISPOSAL OF FILE CABINETS

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education authorize the disposal of approximately six file cabinets, found to be unrepairable/obsolete.

AYES: 9
NAYES: 0

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

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

1. AMEND/APPROVE 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)
4211	Sch 2	03/15/21	30 sick days 3 Personal days 3/15/2021-5/7/2021				5/10/2021

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)
4211	Sch 2				09/01/2021- 11/26/2021 (12 weeks)		11/29/22

2. AMEND APPROVAL OF APPOINTMENT OF LONG TERM MATERNITY LEAVE REPLACEMENT (NON-TENURE TRACK) 20/21 SY

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the appointment of Kimberly Casillo as a long term maternity leave replacement teacher (non-tenure track) effective August 31, 2020 through **June 30, 2021**, or the return of the teacher. Rate of pay will be BA Step 1.

3. RESCIND OF APPOINTMENT - PARAPROFESSIONAL 20/21 SY

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education rescind the appointment of Pamela Gaccione as a Paraprofessional.

4. 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:

20/21 School Year

Name	Position/ Location	Leave Start Date	Accumulated Sick days Applied	FMLA Start date	NJFLA Date	EXTENDED LEAVE (Unpaid without benefits)	Date of Return (Anticipated)
4272	Sch 3	09/01/21				09/01/21 Through 06/30/22	09/01/22

5. APPROVE/RATIFY SCHOOL PHYSICIAN FOR THE 20/21 SY
 MOVE that Dr. Anthony Pastena be appointed as School Physician for the 2020/2021 school year at an annual rate of \$7,000.00.

AYES: 9
 NAYES: 0

H. HEALTH & SAFETY COMMITTEE (Mr. Doug Jandoli)- None

I. POLICY COMMITTEE (Mr. Michael Murphy)
 On motion of Mr. Murphy and seconded by Mr. Miraglia the following minutes 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: (Exhibit I)

- P 0145 Board Member Resignation and Removal (M)(Revised)
- P 0164.6 Remote Public Board Meetings During A Declared Emergency (M)(New)
- R 1642 Earned Sick Leave Law (M)(Revised)
- P 1643 Family Leave (M)(New)
- P 3431.1 Family Leave (M)(Abolished)
- P 4431.1 Family Leave (M)(Abolished)
- P 3431.3 New Jersey Family Leave Insurance Program (Abolished)
- P 4431.3 New Jersey Family Leave Insurance Program (Abolished)
- P&R 5330.01 Administration of Medical Cannabis (M)(Revised)
- P 7425 Lead Testing of Water in Schools (M)(Revised)
- R 7425 Lead Testing of Water in Schools (M)(New)
- P&R 7430 School Safety (M)(Abolished)

No Child Left Behind Act (NCLB) to Every Student Succeeds Act (ESSA) Policy and Regulations Guides

- P 2415 Every Student Succeeds Act (M)(Revised)
- P 2415.01 Academic Standards, Academic Assessments, and Accountability (M)(Abolished)
- P 2415.02 Title I- Fiscal Responsibilities (M)(Revised)

- P 2415.03 Highly Qualified Teachers (M)(Abolished)
- P 2415.05 Student Surveys, Analysis, and/or Evaluations (M)(Revised)
- P&R 2415.20 Every Student Succeeds Act Complaints (M)(Revised)
- P 4125 Employment of Support Staff Members (M)(Revised)
- P 6360 Political Contributions (M)(Revised)
- P 8330 Student Records (M)(Revised)
- P9713 Recruitment by Special Interest Groups (M)(Revised)

2. AMEND ADOPTION OF RESTART AND RECOVERY 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.

- Restart and Recovery Plan*

*Inclusive Of All Policies And Procedures

AYES: 9

NAYES: 0

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

K. COMMITTEE REPORTS- None

X. UNFINISHED BUSINESS- None

XI. OPEN MEETING TO THE PUBLIC

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

Since no, one wished to be heard,

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

AYES: 9

NAYES: 0

MOTION CARRIED UNANIMOUSLY

XII. NEW BUSINESS- None

XIII. EXECUTIVE SESSION

On motion of Mr. Brietwieser and seconded by Mrs. Verdi move that the Little Falls Board of Education go into Executive Session to discuss a disenrollment. Approximate time (10) ten minutes. Action maybe be taken.

AYES: 9

NAYES: 0 (7:15 PM)

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

AYES: 9

NAYES: 0 (7:28 PM)

On motion of Mr. Breitwieser and seconded by Mr. DeMarco the following motion was offered for approval.

WHEREAS, the Superintendent has provided the Board with the names of two students whose parents/guardians failed to comply with the residency requirements;

WHEREAS, the Superintendent sent these students' parents/guardians a notice of disenrollment, wherein she offered the parents/guardians an opportunity to appear before the Board on March 16, 2021 for a hearing on the students' residency pursuant to N.J.S.A 18A:38-1 and N.J.A.C 6A:22-4.3; and

WHEREAS, the students' parents/guardians did not appear at the March 16, 2021 disenrollment hearing or otherwise produce documentation that established that the student was entitled to a tuition-free education in the district; and

WHEREAS, the Board has reviewed the eligibility status of those students whose parents/guardians did not appear at the March 16, 2021 disenrollment hearing or otherwise produce documentation establishing the students' eligibility;

NOW, THEREFORE, BE RESOLVED that the Board has determined that the above referenced students are ineligible to attend school in the District on a tuition-free basis, and thus dis-enrolls those students (who are statutorily permitted to continue to attend school during the 21- day period during which they may appeal the Board's decision to the Commissioner of Education); and

BE IT FURTHER RESOLVED, THAT the Superintendent shall send a notice of final ineligibility to the parents/guardians of the dis-enrolled students that meets the requirements of N.J.S.A 18A:38-1 and N.J.A.C. 6A:22-4.2; and

BE IT FURTHER RESOLVED that the Board expressly reserves the right to seek the assessment of tuition against the above-referenced parents/guardians on a case-by-case basis.

AYES: 9

NAYES: 0

Mr. Breitwieser inquired if they have 21 days to appeal the disenrollment.

Mrs. Marinelli replied, yes.

Mr. Jandoli questioned if the children are still attending school here.

Mrs. Marinelli responded that they are and that tuition will be charged if they do not comply.

XIV. ADJOURNMENT

On motion of Mr. Breitwieser and seconded by Mr. Murphy the meeting was adjourned at 7:33pm.

AYES: 9
NAYES: 0

Respectfully Submitted,

Christopher Jones
Business Administrator/Board Secretary