

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

**MINUTES**

**REGULAR MEETING: TUESDAY, September 15, 2020 Agenda 7:00pm  
Mr. Russo called the meeting to order at 7:04pm**

- 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, Mr. Miraglia, Mr. Murphy, and Mr. Russo

Board Members Absent: Mrs. Kribs and Mrs. Verdi

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

V. CORRESPONDENCE

Mrs. Marinelli advised the Board that she has received approximately fifty-two emails complimenting how well the first week of school has been. Emails from parents have stated that they are extremely pleased.

VI. MINUTES

On motion of Mr. Jandoli 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. Regular Meeting – August 18, 2020

AYES: 7

ABSENT: 2

NAYES: 0

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

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

Since no, one wished to be heard,

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

AYES: 7

ABSENT: 2

NAYES: 0

MOTION CARRIED UNANIMOUSLY

VIII. PRESENTATION - None

IX. REPORTS

A. PRESIDENT’S REPORT

Mr. Russo welcomed everyone back and thanked staff, parents, administrators, and Board of Education Members for all of their hard work. He also stated that that there will be no outside groups permitted in the building, including the Board of Education for Board meetings.

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

1. Superintendent’s Report.

Mrs. Marinelli advised the Board of the following:

- First virtual fire drill was performed today. Our Safety and Security Specialist along with our entire team has been trained.
- The transition into the 2020/2021 school year has been one like no other!
- Our IT and custodial departments have gone beyond expectations.
- Our teachers, faculty, and most of all our students, are resilient and understanding. Congratulations to them!
- Be patient with each other. We have created a safe and healthy environment.  
One District  
One Team  
One Vision
- Surveys will be going out next week to students, parents, and teachers.

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

Mr. Jones advised the Board of the following:

- Projects for School #2 will be beginning soon
- Bids for School #3 have been received and are under attorney review

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

On motion of Mr. Murphy 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 September 15, 2020, Warrant No.'s # 26630 thru #26698 (Current Account) totaling \$661,554.77; and Warrant No. #1186 thru #1201 (Cafeteria Account) totaling \$2,817.85 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 – AUGUST 31, 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 August 31, 2020 Transfer Report.

(Exhibit B-1)

3. TREASURER AND SECRETARY'S REPORTS – AUGUST 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 August 31, 2020.

(Exhibit C)

4. DESIGNATES TAX SHELTER ANNUITY COMPANIES

MOVE, that the Little Falls School District Board of Education designates the current Tax Sheltered Annuity Companies, open for enrollment to any district employee as per N.J.S.A. 18A:66-127 and Policy 6520:

Security Benefit

5. NORTHERN REGION EDUCATIONAL SERVICES COMMISSION – SUBSTITUTE TEACHER REGISTRY AGREEMENT SHARED FOR THE 19/20 SY  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve agreement with Northern Region Educational Services Commission District Board of Education to provide substitute teacher services in the contract amount of \$9,352.50 for the period beginning September 1, 2019 and ending June 30, 2020.
6. APPROVAL OF ADVERTISEMENT AND ACCEPTANCE OF BIDS  
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 advertisement and accept bids for needlepoint bipolar ionization product for improved indoor air quality.
7. 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 Needlepoint Bio polar Ionization project to the Department of Education for approval.
8. ACCEPTANCE OF BIDS

WHEREAS, the Little Falls Board of Education advertised for bids for the Little Falls School #2 Bathroom Renovations Project (“the Project”); and  
WHEREAS, on July 30, 2020, the Board received bids for the Project as reflected on the attached bid tabulation sheet; and

WHEREAS, the purported low bidder, Ameribuilt NJ, Inc. (“Ameribuilt”), submitted a defective bid insofar as it failed to appropriately complete the correct bid form, failed to identify the appropriate subcontractors, including providing their required forms, and failed to provide a Division of Property Management and Construction (“DPMC”) Notice of Classification, as well as a DPMC 701 Form listing the total amount of uncompleted contracts, which together, are non-waivable material defects; and

WHEREAS, the second low bidder, Northeastern Interior Services, LLC (“Northeastern”), submitted a bid in the amount of \$432,000; and

WHEREAS, Northeastern’s bid is materially responsive and the Board desires to award the contract for the Project to Northeastern in the amount of \$432,000.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. The Board hereby rejects the bid submitted by Ameribuilt for being materially defective.
2. The Board hereby awards the contract for the Project to Northeastern in a total contract amount of \$432,000.

3. 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, and an executed A-101, Standard Form of Agreement Between Owner and Contractor, and an 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.

9. ACCEPTANCE OF ESSEX REGIONAL EDUCATIONAL SERVICES COMMISSION TRANSPORTATION SERVICES AGREEMENT-20-21 SY  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the Essex Regional Educational Services commission transportation services agreement for the 2020-2021 school year.

AYES: 7  
ABSENT: 2  
NAYES: 0

- E. EDUCATION COMMITTEE (Dr. Rachel Capizzi)  
On motion of Dr. Capizzi and seconded by Mr. Breitwieser, 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. DANIELSON RUBRIC MODEL EVALUATION FOR THE 20/21 SY  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve that all Teachers, other certified staff, and Paraprofessionals are being evaluated using the Danielson Rubric Evaluation Tool.
3. DANIELSON RUBRIC MODEL EVALUATION EVALUATOR TRAINING 20/21 SY  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve that all Administrators have been trained on evaluating staff using the Danielson Rubric Evaluation Tool.

4. DANIELSON RUBRIC MODEL EVALUATION TRAINING 20/21 SY  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve that all Teachers, other certified staff, Paraprofessionals, and Administrators have been trained on the Danielson Rubric Evaluation Tool.
5. NJ PRINCIPAL EVALUATION FOR PROFESSIONAL LEARNING OBSERVATION INSTRUMENT FOR THE 20/21 SY  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve that all Administrators are being evaluated using the NJ Principal Evaluation for Professional Learning Observation Instrument.
6. NJ PRINCIPAL EVALUATION FOR PROFESSIONAL LEARNING OBSERVATION INSTRUMENT TRAINING FOR THE 20/21 SY  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve that all Administrators have been trained on the NJ Principal Evaluation for Professional Learning Observation Instrument.
7. 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 2020-2021 -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: 7  
ABSENT: 2  
NAYES: 0

- F. REPAIRS & MAINTENANCE/BUILDING & GROUNDS COMMITTEE -None  
(Mr. Thomas Breitwieser)
- G. PERSONNEL/NEGOTIATIONS COMMITTEE (Mrs. Lauren Verdi)  
On motion of Mr. Murphy and seconded by Mr. Breitwieser, the following motions were offered for approval.
  1. 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 Pamela Gaccione as a long term maternity leave replacement teacher (non-tenure track) effective August 31, 2020 through January 31, 2020, or the return of the teacher. Rate of pay will be BA Step 1 (no benefits).
  2. APPROVE/RATIFY ACCEPTANCE OF RESIGNATION – PARAPROFESSIONAL  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Leigh Kessler, paraprofessional effective, August 19, 2020.

3. APPROVE/RATIFY ACCEPTANCE OF RESIGNATION – PARAPROFESSIONAL RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Anne Marie DeFeis, paraprofessional effective, August 31, 2020.
4. APPROVE/RATIFY ACCEPTANCE OF RESIGNATION – PARAPROFESSIONAL RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Kenana Nader, paraprofessional effective, August 26, 2020.
5. APPROVAL OF BUS AIDE COVERAGE  
RECOMMENDED ACTION by the Superintendent moved that the Little Falls Board of Education approve all paraprofessionals as substitute bus aides for the 2020-2021 school year, at a rate of \$13.00 per hour.
6. APPROVAL OF FOUR PERMANENT SUBSTITUTE TEACHERS  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve four Permanent Substitute Teacher positions at a yearly salary of \$31,518.07.  
(SUBTCH01) (SUBTCH02) (SUBTCH03) (SUBTCH04)
7. APPROVE/RATIFY ACCEPTANCE OF RESIGNATION – PARAPROFESSIONAL RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Michelle Generelli, paraprofessional effective, August 21, 2020.
8. RESCIND 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 rescind the appointment of Monica Savelli as a long term maternity leave replacement teacher (non-tenure track).
9. APPROVE/RATIFY 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 Jamie Christopher as a long term maternity leave replacement teacher (non-tenure track) effective August 31, 2020 through November 20, 2020, or the return of the teacher. Rate of pay will be BA Step 1 (no benefits).
10. APPROVE/RATIFY APPOINTMENT ABA- PARAPROFESSIONAL 20/21 SY  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the appointment of Haley Duffy as an ABA Paraprofessional, step 1, effective August 31, 2020 through June 30, 2021.

11. AMEND/APPROVE MATERNITY LEAVE OF ABSENCE 20/21 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	EXTENDEND LEAVE (Unpaid without benefits)	Date of Return (Anticipated)
4490	Sch 1	08/31/20	8 sick days	<b>09/14/20</b>	<b>09/14/20-</b> 12/04/20 (12 weeks)	12/7/20- 01/29/21	02/01/21

12. APPROVE/RATIFY APPOINTMENT OF PERMANENT SUBSTITUTE TEACHER 20/21  
 RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the appointment Michelle Gennerelli as a permanent substitute teacher (SUBTEH01) August 31, 2020 through June 30, 2021 at a yearly salary of \$ 31,518.70 pending all back round checks.
13. APPROVE/RATIFY APPOINTMENT OF PERMANENT SUBSTITUTE TEACHER 20/21  
 RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the appointment Karina Martinez as a permanent substitute teacher (SUBTEH02) September 8, 2020 through June 30, 2021 at a yearly salary of \$ 31,518.70, pending all back round checks.
14. APPROVE/RATIFY APPOINTMENT OF PERMANENT SUBSTITUTE TEACHER 20/21  
 RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the appointment Natalie Vendola as a permanent substitute teacher (SUBTEH03) September 8, 2020 through June 30, 2021 at a yearly salary of \$ 31,518.70 pending all back round checks.
15. APPROVE 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. \*approve/ratify

<u>NAME</u>	<u>WORKSHOP/LOCATION</u>	<u>DATE</u>	<u>ESTIMATED COST</u>
* Charles Smith	COVID-19 Interactive Cleaning Webinar	9/14/2020	\$115.00

16. APPROVE/RATIFY APPOINTMENT OF LUNCH AIDES/PLAYGROUND AIDE 20/21  
 As per the recommendation of the Superintendent move that the Little Falls Board of Education employ Lunchroom/ Playground Aides for the 2020-2021 school year at hourly salaries as indicated:

Staff Member	School	Hrs. Per Day	Rate of pay
Kendra Lewicki	School #3	Per 20/21 contract	\$13.00 per hour



17. AMEND/APPROVE FFCRA LEAVE OF ABSENCE 20/21 SCHOOL YEAR  
 RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education, approve the following Families First Corona Response Act leave of absence:

20/21 School Year

Name	Position/ Location	Leave Start Date	Accumulated Sick days Applied	FFCR Start date	FFCR End Date	EXTENDEND LEAVE (Unpaid without benefits)	Date of Return (Anticipated)
4985	Sch 2	09/08/20		<b>09/08/20</b>	10/16/20		10/19/20

18. APPROVE/RATIFY MENTORING ASSIGNMENTS  
 RECOMMENDED ACTION of the Superintendent move that the Little Falls Board of Education approve the following staff member and rate effective, August 31, 2020 through June 30, 2020 for the 2020-2021 school year.

Mentor	Provisional Teacher	School	Certificate	Rate
Hope Lachman	Jessica DeSimone	School #1	CEAS	\$550.00

19. 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 September 1, 2020.

Julie Abboud  
 BA 15          STEP 9  
 MA              STEP 9

Elizabeth Anzevino  
 MA              STEP 5  
 MA 15          STEP 5

Megan Cammarata  
 MA 15          STEP 9  
 MA 30          STEP 9

Marisa Canova  
 MA              STEP 5  
 MA 30          STEP 5

Sona Durgana  
 MA 15          STEP 12  
 MA 30          STEP 12

David Farrell

MA STEP 5

MA 15 STEP 5

Giuseppina Gonnella

MA 15 STEP 5

MA 30 STEP 5

Hope Lachman

MA 30 STEP 14

MA 45 STEP 14

Christina Montesano

BA STEP 3

BA 15 STEP 3

Vincent Plateroti

MA STEP 9

MA 15 STEP 9

Matthew Rohlf

MA 30 STEP 12

MA 45 STEP 12

Kristyn Veltre

MA 15 STEP 9

MA 30 STEP 9

Lori Douma

MA 30 STEP 14

MA 45 STEP 14

Dana Sagun

MA 30 STEP 7/8

MA 45 STEP 7/8

Kelly Sutherland

BA STEP 4

BA 15 STEP 4

Toni-Ann Walsh Batty

MA 30 STEP 14

MA 45 STEP 14

20. APPROVE/RATIFY APPOINTMENT OF PERMANENT SUBSTITUTE TEACHER 20/21  
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the appointment Catherine Sokalski as a permanent substitute teacher (SUBTEH04) September 14, 2020 through June 30, 2021 at a yearly salary of \$ 31,518.70 pending all back round checks.

AYES: 7  
ABSENT: 2  
NAYES: 0

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

H. POLICY COMMITTEE (Mr. Michael Murphy)

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

1. ADOPTION OF POLICIES

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.

- P 1648 Restart and Recovery Plan
- 1648.02 Remote Learning Options For Families

(Exhibit E)

AYES: 7  
ABSENT: 2  
NAYES: 0

J. STRATEGIC PLAN COMMITTEE (Mr. Doug Jandoli) - None

K. COMMITTEE REPORTS

Mr. Breitwieser advised the Board that there was a Building and Grounds committee meeting this evening prior to the Board meeting.

In this meeting was discussed:

- School #2 bathrooms to be scheduled after school hours
- Floors will done while school is on break
- Ionization –Air filtering system
- Capital reserve projects
- Possible Referendum

An email will go out to Board Members with details of the meeting.

X. UNFINISHED BUSINESS- None

XI. OPEN MEETING TO THE PUBLIC

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

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

AYES: 7

ABSENT: 2

NAYES: 0

MOTION CARRIED UNANIMOUSLY

XII. NEW BUSINESS - None

XIII. EXECUTIVE SESSION - None

XIV. ADJOURNMENT

On motion of Mr. Miraglia and seconded by Mr. Murphy the meeting was adjourned 7:25pm.

AYES: 7

ABSENT: 2

NAYES: 0

Respectfully Submitted,

*Christopher Jones*

Christopher Jones

Business Administrator/Board Secretary