

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

AGENDA

REGULAR MEETING: TUESDAY, September 15, 2020 Agenda 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
- V. CORRESPONDENCE
- VI. MINUTES

- 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

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

VIII. PRESENTATION

IX. REPORTS

- A. PRESIDENT'S REPORT
- B. SUPERINTENDENT OF SCHOOLS (Mrs. Tracey L. Marinelli)
 - 1. Superintendent's Report.

(Exhibit A)

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

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

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 Biopolar 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.

- E. EDUCATION COMMITTEE (Dr. Rachel Capizzi)
 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.

8. 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

Start Time: 8:30 AM

End Time: 1:00 PM

Early Morning Drop Off: 8:15AM

SCHOOL #2

KINDERGARTEN - 2ND GRADE

Start Time: 9:00 AM

End Time: Between 12:45 - 1:30PM

Early Morning Drop Off 8:15 AM

Pre-K Half Day

Start Time: 9:00AM

End Time: 11:30AM

Early Morning Drop Off 8:15 AM

SCHOOL #3

Start Time: 9:00 AM

End Time: 1:15 – 2:00PM

Early Morning Drop Off: 8:30

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 1:00pm

**** DELAYED OPENING****

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

F. REPAIRS & MAINTENANCE/BUILDING & GROUNDS COMMITTEE
(Mr. Thomas Breitwieser)

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

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	09/14/20	09/14/20- 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		09/08/20	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 15 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

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.

H. HEALTH & SAFETY COMMITTEE (Mr. Fred DeMarco)

I. POLICY COMMITTEE (Mr. Michael Murphy)

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)

J. STRATEGIC PLAN COMMITTEE (Mr. Doug Jandoli)

K. COMMITTEE REPORTS

X. UNFINISHED BUSINESS

XI. OPEN MEETING TO THE PUBLIC

XII. NEW BUSINESS

XIII. EXECUTIVE SESSION

XIV. ADJOURNMENT

ADDENDUM

XI. REPORTS

E. EDUCATION COMMITTEE (Dr. Rachel Capizzi)

8. 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

Start Time: 8:30 AM
End Time: 1:00 PM
Early Morning Drop Off: 8:15AM

SCHOOL #2

KINDERGARTEN - 2ND GRADE

Start Time: 9:00 AM
End Time: Between 12:45 - 1:30PM
Early Morning Drop Off 8:15 AM

Pre-K Half Day

Start Time: 9:00AM
End Time: 11:30AM
Early Morning Drop Off 8:15 AM

SCHOOL #3

Start Time: 9:00 AM
End Time: 1:15 – 2:00PM
Early Morning Drop Off: 8:30

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 1:00pm

**** DELAYED OPENING ****

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

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

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.

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