

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

Minutes

**REGULAR MEETING: TUESDAY, December 8, 2020 Agenda 7:00pm
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. ELECTION RESULTS -COUNTY OF PASSAIC CERTIFIED ELECTION RESULTS

The results of the election held on November 3, 2020 were as follows:

Three (3) people filed petitions for three (3) three-year terms.

The results of the election, in order in which they appeared on the ballot are as follows:

THREE-YEAR TERM	TOTAL VOTES
Rachel Capizzi	4,672
Michael Murphy	4,864
Michael Russo	4,610
Write – in	91

V. ROLL CALL

Board Members present: Dr. Capizzi, Mr. DeMarco, Mr. Jandoli, Mrs. Kribs, Mr. Murphy, and Mr. Russo

Board Members Absent: Mr. Breitwieser, Mr. Miraglia, and Mrs. Verdi

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

VI. CORRESPONDENCE- None

VII. MINUTES

On motion of Mr. Murphy and seconded by Mr. DeMarco 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 – November 10, 2020

AYES: 6
ABSENT: 3
NAYES: 0

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

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

Since no one wished to be heard,

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

AYES: 6
ABSENT: 3
NAYES: 0
MOTION CARRIED UNANIMOUSLY

IX. PRESENTATION - None

X. REPORTS

A. PRESIDENT’S REPORT

Mr. Russo thanked everyone in the district on behalf of the Board of Education!
Mr. Russo also thanked the Board of Education members for their support and dedication.
He also wished everyone a Happy and Healthy holiday season!

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

1. Superintendent’s Report.

Mrs. Marinelli advised the Board of the following:

- Congratulations to the Board members on their re-election
- Thank you to everyone; this has been a difficult year.
- We have been a focus point for the Department of Education. A Research Company will interview our district.

(Exhibit A)

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

Mr. Jones advised the Board of the following:

- Bathrooms at School #2 will be finished by July 11.
- School #3 construction started yesterday
- Ionization Bid is on the agenda for approval this evening
- Referendum committee meeting will be held next week
- The Land Survey is also on this evening's agenda
- Our audit was completed this week

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

On motion of Mrs. Kribs and seconded by Mr. DeMarco, 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 December 10, 2020, Warrant No.'s # 26983 thru #27097(void #26767 & recut as# 26983) (Current Account) totaling \$;1,763,154.60; Warrant No.'s #1205 (Cafeteria Account) totaling \$31,469.49 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 30, 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. TREASURER AND SECRETARY'S REPORTS – NOVEMBER 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 November 30, 2020.

(Exhibit C)

4. APPROVAL OF REORGANIZATION MEETING DATE

MOVE that the Little Falls Board of Education will hereby hold and advertise their Reorganization Meeting for the 2021 Calendar Year in the All Purpose Room of School No. 1 on Tuesday January 5, 2021.

5. RESOLVED TO APPROVE THE FOLLOWING PROFESSIONAL SERVICE APPOINTMENTS FOR REFERENDUM

A. PROFESSIONAL LAND SURVEYORS FOR THE 20/21 SY

MOVE that George J. Anderson, LLC be appointed Land Surveyors for Pre-Referendum Planning Services at a cost as follows:

School #1 - \$2,700.00

School #2 - \$2,700.00

School #3 - \$2,200.00

6. APPROVAL OF BIDS

WHEREAS, the Little Falls Board of Education (“the Board”) advertised for bids for the Bipolar Ionization Project at School Nos. 1, 2, and 3 (“Project”); and

WHEREAS, on December 1, 2020, the Board received bids for the Project as set forth in the attached bid tabulation; and

WHEREAS, the purported lowest bid for this Project was submitted by C. Dougherty & Co. (“C. Dougherty”); and

WHEREAS, on December 1, 2020, C. Dougherty advised the Board that it made an error in its bid submission for the Project and, therefore, requested to be permitted to withdraw its bid; and

WHEREAS, it has been determined that it is in the best interest of the Board to allow C. Dougherty to withdraw its bid; and

WHEREAS, the next lowest bid was submitted by DeSesa Engineering Company, Inc. (“DeSesa Engineering”) with a base bid in the amount of \$259,000; and

WHEREAS, the bid submitted by DeSesa Engineering is responsive in all material respects and it is the Board’s desire to award the contract for the Project to DeSesa Engineering.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby permits C. Dougherty to withdraw its bid for the Project due to an error in its bid calculation.

BE IT FURTHER RESOLVED that the Board awards the contract for the Project to DeSesa Engineering in a total contract sum of \$259,000.

BE IT FURTHER RESOLVED that 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, an executed A-101-

Standard Form of Agreement Between Owner and Contractor, 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.

AYES: 6
ABSENT: 3
NAYES: 0

E. EDUCATION COMMITTEE (Dr. Rachel Capizzi)

On motion of Dr. Capizzi and seconded by Mr. Murphy, 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. APPROVAL OF INTERNSHIP 20/21 SY
As per the recommendation of the Superintendent moved that the Little Falls Board of Education approve Lori Douma, for administrative internship with Jill Castaldo, Principal School #2.
3. APPROVAL OF 2020-2021 CALENDAR CHANGE
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the attached calendar change for the 2020-2021 school year. (Exhibit E)

AYES: 6
ABSENT: 3
NAYES: 0

F. REPAIRS & MAINTENANCE/BUILDING & GROUNDS COMMITTEE

(Mr. Thomas Breitwieser)

On motion of Mr. Jandoli and seconded by Mr. DeMarco, the following motions 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	Room/Time	Requested By
12/13/2020	Mitten Drive	Parking Lot	Girl Scouts

AYES: 6

ABSENT: 3

NAYES: 0

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

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

1. APPROVE/RATIFY ACCEPTANCE OF RESIGNATION – ABA PARAPROFESSIONAL

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Kristen Callahan, paraprofessional effective, November 16, 2020.

2. APPROVE/RATIFY STAFFING POSITIONS FOR 2020-2021 BOOST REMEDIATION PROGRAM

RECOMMENDED ACTION by the Superintendent, move that the Little Falls Board of Education approve the following staff listing for the 2020-2021 Boost Remediation Program. Remuneration for each staff member will be \$1,800.00, which will be funded through the ESEA Grant.

Michelle Gennerelli

Rebecca Calderone

3. PAYMENT TO STAFF- SCHOOL #1 8th GRADE MOVIE NIGHT
 RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve payment to the following individuals for chaperoning the School #1 8th grade movie night on October 28, 2020, at the contractual chaperone rate of \$34.00 per hour.

Name	Hours	Amount
Tiffany Studinski	2 Hours	\$68.00
David Farrell	2 Hours	\$68.00
Marissa Kolarovic	2 Hours	\$68.00

4. 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: *approve/ratify

<u>NAME</u>	<u>WORKSHOP/LOCATION</u>	<u>DATE</u>	<u>ESTIMATED COST</u>
*Rachel Capizzi	NJSBA Fall School Law Forum Virtual	December 9, 2020	\$249.00
Kelly Davis	NJ School Counselor Assoc.	Virtual Meetings	\$65.00
Mary Budd	NJSCA & PCSCA	Virtual Meetings	\$65.00

5. 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	11/6/20		12/8/20

AYES: 6
 ABSENT: 3
 NAYES: 0

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

On motion of Mr. DeMarco and seconded by Mrs. Kribs, the following motions were offered for approval.

1. MEDICAL/PRESCRIPTION HEALTH BENEFITS – 2020-2021 SCHOOL YEAR
WHEREAS, the Little Falls Board of Education has received an offer of renewal for the period January 1, 2021 to June 30, 2021 from Cigna for NJEHP medical benefits.

NJEHP	
Single	\$948.90
Employee/Spouse	\$2,279.27
EE/Child	\$1,802.91
Family	\$3,131.38

NOW THEREFORE BE IT RESOLVED that the Little Falls Board of Education does hereby approve Cigna to provide NJEHP medical benefits for all covered employees effective January 1, 2021.

AYES: 6
ABSENT: 3
NAYES: 0

I. POLICY COMMITTEE (Mr. Michael Murphy)

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

1. SECOND READING OF POLICY
As per the recommendation of the Superintendent moved that the Little Falls Board of Education hold a second reading of the following policy: (Exhibit F)

P 1620	Administrative Employment Contracts (M)(Revised)
P 2431	Athletic Competition (M)(Revised)
R 2431.1	Emergency Procedures for Sport and Other Athletic Activity (M)(Revised)
P 2464	Gifted and Talented Students (M)(Revised)
P & R	Seizure Action Plan (M)(Revised)
P 6440	Cooperative Purchasing (M)(Revised)
P & R 6470.01	Electronic Funds Transfer and Claimant Certification (M)(New)
P & R 7440	School District Security (M)(Revised)
P 7450	Property Inventory (M)(Revised)
P 8420	Emergency and Crisis Situations (M)(Revised)
P 8561	Procurement Procedures for School Nutrition Programs (M)(Revised)
P 1648.03	Restart and Recovery Plan- Full Time Remote Instruction (M)(New)
P 8130	School Organization (Revised)

AYES: 6
ABSENT: 3
NAYES: 0

J. REFERENDUM COMMITTEE (Mr. Fred DeMarco)

Mr. DeMarco advised the Board of:

- The Referendum Committee has been meeting regularly for the last month
- Meeting with the architects every two weeks
- Land surveys are in process
- We have been in contact with our Local officials
- We will be hosting virtual public forums

Mr. Russo thanked Mr. DeMarco for all of his work.

K. COMMITTEE REPORTS

Mr. Jones advised the Board that a finance meeting would be scheduled.

XI. UNFINISHED BUSINESS

XII. OPEN MEETING TO THE PUBLIC

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

On motion of Mrs. Kribs 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

XIII. NEW BUSINESS

The Board of Education would like to Thank Amy Kobelka, Nancy O'Conner, Vincent Plateroti, and Karen Casler for delivering all of the meals to the district!

XIV. EXECUTIVE SESSION - None

XV. ADJOURNMENT

On motion of Mr. DeMarco and seconded by Dr. Capizzi the meeting was adjourned 7:18pm.

AYES: 6

ABSENT: 3

NAYES: 0

Respectfully Submitted,

Christopher Jones
Christopher Jones

Business Administrator/Board Secretary

