

LITTLE FALLS SCHOOL DISTRICT BOARD OF EDUCATION
LITTLE FALLS, NEW JERSEY
REGULAR MEETING MINUTES: Tuesday, December 9, 2025 Agenda

Dr. Capizzi called the meeting to order at 6:00PM

- 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 4, 2025 were as follows:

There were two (2) positions open for a three (3) year term. Two (2) people filed a petition for a (3) three-year term.

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

THREE-YEAR TERM	TOTAL VOTES
Patricia Lijoi	2,885
Shannon Zurbruegg	2,662
Write – ins	94

V. **ROLL CALL**

Board Members present: Mrs. Barone, Dr. Capizzi, Mrs. DiBuono, Mrs. Lijoi, Mr. Miraglia, Mrs. Smith, and Mr. Tullo

Board Members Absent: Mrs. Zurbruegg

Also, Present. Mrs. Tracey Marinelli, Superintendent and
Mrs. Melissa Sanzari- Stevens, Business Administrator/Board Secretary

VI. **CORRESPONDENCE- None**

VII. **MINUTES**

MOVE that the Little Falls Board of Education approve the Minutes of the following Meeting.

1. Regular Meeting – November 18, 2025

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2. Executive Meeting Minutes- November 18, 2025

M: Mr. Miraglia S: Mrs. Smith

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

On motion of Mrs. Smith and seconded by Mr. Miraglia, the meeting was opened for public comment. Since no one wished to be heard, on motion of Mr. Miraglia, and seconded by Mrs. Smith, moved that, the Little Falls Board of Education close the meeting to the public.

AYES: 7

NAYES: 0

ABSENT: 1

MOTION CARRIED UNANIMOUSLY

IX. PRESENTATION

1. Mrs. Marinelli presented the Hornets of the Month with a certificate.

School #3

- Myra Lalit- Third Grade
- Marissa Gizzi- Fourth Grade- To be honored at the January Meeting

School #2

- Nyla Peterkin- Kindergarten
- Griffin Ariemma- First Grade
- Haileigh Sloan -Albano- Second Grade

School #1

- Olivia Damiano- Fifth Grade
- Brielle Palatucci- Sixth Grade
- Caidence Tobias- Seventh Grade
- Emery Allmendinger- Eighth Grade

2. Mrs. Marinelli and the Board of Education honored the following retirees

- Sherri Kopf for 18 years of service
- Diane Najjar for 25 years of service
- Nancy Cranmer for 23 years of Service
- Matthew Rohlf for 16 years of service

Mrs. Marinelli and the Board honored Mr. Vincent Miraglia for his years of service on the Board of Education

~~3. COMPREHENSIVE ANNUAL FINANCIAL REPORT 2024-2025 SY~~
~~AUDITING FIRM OF LERCH VINCI & BLISS~~

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BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Little Falls Board of Education is pleased to honor:

Vincent Miraglia

WHEREAS, Vincent Miraglia has served as a Member of the Little Falls Board of Education from November 12, 2019 and:

WHEREAS, Vincent Miraglia has served as Vice President of the Little Falls Board of Education from January 2024 to December 2024, and:

WHEREAS, Vincent Miraglia has performed his duties in an exemplary manner, maintaining the highest degree of professionalism and commitment, and;

WHEREAS, the Little Falls Board of Education would like to express their deepest gratitude to Vincent Miraglia for his dedication and service to the children and the community of Little Falls.

NOW, THEREFORE BE IT RESOLVED, that the Board of Education extends their appreciation, along with the sincerest of best wishes to Vincent Miraglia.

X. PRESIDENT’S REPORT- Dr. Capizzi

XI. SUPERINTENDENT OF SCHOOLS (Mrs. Tracey Marinelli)

1. Superintendent’s Report. (Exhibit A)

Mrs. Marinelli advised the Board of the following:

- Kindergarten through third grade attended the Passaic Valley High School Holiday Show
- The District Holiday show is December 17, 2025 at 6:30pm
- There is frustration with state level system changes, including new platforms for assessment reporting (NJ SLEDs), not function properly
- A student and staff group will be formed to provide feedback on the new state assessments
- There are two HIB, which will be discussed in Executive session. Both were found to be unconfirmed
- Enrollment School #1-408, School #2- 355, School #3- 203
- All safety and security drills have been performed in all three schools
- The district is coordinating with the police department to conduct retraining for safety drills due to department turnover
- QSAC monitoring will take place in January. Desk audit document upload is due next Friday, with the physical QSAC visit in April.

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2. BE IT RESOLVED, that the Little Falls Board of Education affirms the Superintendent's decision in HIB investigations (SC1-001-10-7-25-LFD-003, Sc3-002-10-27-25-LFD-004) for the reason set forth in the Superintendent's decision to the students' parents, and directs the Business Administrator/Board Secretary to transmit a copy of the Board's decision to affected students' parents.

M: Mrs. Barone S: Mr. Miraglia

XII. BUSINESS ADMINISTRATOR/BOARD SECRETARY REPORT-
(Melissa Sanzari-Stevens)

Mrs. Stevens advised the Board of the following:

- A list of proposed meeting dates for next year will be distributed and will be sent via email
- The Reorganization meeting will be held on January 6, 2026 at 5:00pm
- The district is working with Solutions Architects on bond guarantees
- Bonds are expected to close before the new year
- Construction is anticipated to start in August or September of the upcoming year
- Projects expected to go to bid in March or April
- After the reorganization meeting, a referendum committee board will be established
- Item number 15 on page six of the agenda will be amended to state \$41.26 for 18 weeks

XIII. COMMITTEE REPORTS

Mrs. Smith advised the Board that a finance meeting was held prior to the Board meeting.

XIV. SUPPLEMENTAL AGENDA

There are no Supplemental Resolutions.

XV. CONSENT AGENDA

M: Mrs. Dibuono S: Mr. Tullo
JB DD PL VM NS MT ~~SZ~~ RC

XVI. PTA LIAISONS

Mrs. Smith advised the Board that the annual fashion show is scheduled for March 19, 2026. The Color Wars fundraiser was a successful event, raising \$6,000.00.

XVII. LITTLE FALLS EDUCATION LIAISON - None

XVIII. UNFINISHED BUSINESS/ NEW BUSINESS- None

XVIX. OPEN MEETING TO THE PUBLIC

On motion of Mrs. Barone and seconded by Mrs. Smith, the meeting was opened for public comment.

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Since no one wished to be heard, on motion of Mrs. DiBuono, and seconded by Mrs. Smith, moved that, the Little Falls Board of Education close the meeting to the public.

AYES: 7
NAYES: 0
ABSENT: 1
MOTION CARRIED UNANIMOUSLY

XX. EXECUTIVE SESSION

On motion of Mr. Miraglia and seconded by Mrs. Smith move that the Little Falls Board of Education go into Executive Session to discuss two (2) HIB issues. Approximate time ten (10) minutes. No action will be taken.

AYES: 7 6:43pm
NAYES:0
ABSENT: 1

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

AYES: 7 6:47pm
NAYES:0
ABSENT: 1

XXI. ADJOURNMENT The Little Falls Board of Education meeting was adjourned at 7:52pm.

AYES: 7
NAYES: 0
ABSENT:1

Respectfully Submitted,

Melissa Sanzari-Stevens
Melissa Sanzari-Stevens

Business Administrator/Board Secretary

M: Mrs. Smith

S: Mr. Miraglia

RESOLUTIONS FOR CONSENT AGENDA (XIV)

Be IT RESOLVED, UPON THE RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS in conjunction with the Business Administrator/Board Secretary move that the following actions be taken:

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A. PERSONNEL, NEGOTIATIONS, AND FINANCE

1. The Little Falls Board of Education approve the list of bills dated December 9, 2025, Warrant No.'s # 31989 thru #32029(Current Account) totaling \$763,339.35; Warrant No. #1361 (Cafeteria Account) totaling \$47,047.52 ; Warrant #1096 thru #1097 (Before & After Care Account) totaling \$1,253.43; Wire Transfer #11242025 (Postage) totaling \$200.00 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. 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, 2025 Transfer Report.
(Exhibit B-1)
3. The Little Falls Board of Education accept the Treasurer and Secretary's Reports for the month ending November 30, 2025.
(Exhibit C)
4. The Little Falls Board of Education will hereby hold and advertise their Reorganization Meeting for the 2026 Calendar Year in the All-Purpose Room of School No. 1 on Tuesday January 6, 2025.
5. The Little Falls Board of Education approve Performance Pediatrics,156 Rt 15, North Lafayette NJ for Speech/Language Therapy services, for a total of four hour per week at a rate of \$89.00 per hour, with a \$55.00 meeting and scheduling fee and a one percent administrative fee, January 6, 2026 through April 24, 2026, contingent upon a satisfactory criminal history review, appropriate NJ certification, and personnel clearance.
6. Be IT RESOLVED, UPON THE RECOMMENDATION OF THE SUPERINTENDENT OF SCHOOLS in conjunction with the Business Administrator/Board Secretary move that the following actions be taken:

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1. The Little Falls Board of Education hereby finds and determines that the Business Administrator has received and reviewed (i) the Information Statement dated as of January 3, 2005 describing the New Jersey Asset & Rebate Management Program ("NJ/ARM") and (ii) the Amended and Restated Interlocal Services Investment Agreement governing the NJ/ARM Program ("Program Agreement") and (b) the Business Administrator has been afforded the opportunity to discuss NJ/ARM with the Investment Administrator and Special Counsel to NJ/ARM and the Little Falls Board of Education has determined that it is in the best interests of the Little Falls Public Schools to authorize the Little Falls Board of Education to participate in NJ/ARM.
2. The Program Agreement is hereby approved and the Business Administrator is authorized to execute the Program Agreement on behalf of the Little Falls Board of Education.
3. U.S. Bank, N.A., as Custodian for the NJ/ARM Program, is hereby approved to act as a depository of Public Funds for the Little Falls Board of Education, 32 Stevens Avenue, Little Falls, NJ 07432, in the county of Passaic and the Little Falls Board of Education's Cash Management Plan is hereby amended to provide the same.
4. The Little Falls Board of Education acknowledges that its decision to authorize the participation in NJ/ARM is based solely on the information set forth in the Information Statement and in the Program Agreement.
5. This resolution shall take effect immediately upon its adoption.
7. The Little Falls Board of Education amend approval of Julia Marchesani, secretary School #3, effective **January 5, 2026** through June 30, 2026, Step 1, prorated, per the 2025-2030 LFEA Collective Negotiations Agreement, pending all background checks.
8. The Little Falls Board of Education approve/ratify the training for Julia Marchesani, starting December 1, 2025 at a daily rate of \$218.65.
9. The Little Falls Board of Education approve payment to James Simmons for chaperoning TREP\$ on December 10, 2025 for three hours at the contractual chaperone rate of \$42.50 per hour.
10. The Little Falls Board of Education approve payment to the following individuals for chaperoning the 5th and 6th grade Winter Concert at School #1 to be held on December 17, 2025, at the contractual chaperone rate of \$42.50 per hour, for two hours.

Employees	Date	Amount
Lauren Campbell	12/17/2025	\$85.00

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Irina Carroll	12/17/2025	\$85.00
Marisa Kolarovic	12/17/2025	\$85.00

11. The Little Falls Board of Education approve payment to the following individuals for chaperoning the 7th and 8th grade Winter Concert at School #1 to be held on December 17, 2025, at the contractual chaperone rate of \$42.50 per hour, for two hours.

Employees	Date	Amount
Vincent Plateroti	12/17/2025	\$85.00
Jim Delfino	12/17/2025	\$85.00

12. The Little Falls Board of Education approve payment to the following individuals for chaperoning the 7th and 8th grade Winter Concert at School #1 to be held on December 17, 2025, at the contractual chaperone rate of \$30.00 per hour, for two hours.

Employees	Date	Amount
Maureen Callie	12/17/2025	\$60.00

13. The Little Falls Board of Education amend approval of the following staff listing for the 2025-2026 Gold Remediation Program. Remuneration for each staff member will be \$52.00, which will be funded through the Title I ESEA Grant. Program to run **November 19, 2025** through February 1, 2026. (Exhibit D)

14. The Little Falls Board of Education approve travel/conference expenses as noted for the following district employees/board members: (Exhibit E)

15. The Little Falls Board of Education approve the following staff member and rate effective, September 12, 2025 through June 18, 2026 for the 2025-2026 school year.

Mentor	Provisional Teacher	School	Certificate	Rate	Weeks
Cathy Truono	Natalie Garofalo	School #2	CEAS	\$41.26	18 weeks

16. The Little Falls Board of Education amend the approval of the following maternity leave of absence for the 2025-2026 school year:
25/26 SY

Name	Position/ Location	Leave Start Date	Accumulated Sick days Applied	FMLA Start date	NJFLA Date	EXTENDED LEAVE Unpaid leave/no benefits	Date of Return (Anticipated)
4480	Sch. 3	09/01/2025	11 sick days		09/15/2025 Through 12/07/2025	12/08/2025 through 6/30/2026	9/01/2026

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17. The Little Falls Board of Education approve Samantha Conforti, maternity leave replacement teacher School #3, effective September 25, 2025 through **June 30, 2026** or the return of the teacher. Rate of pay will be BA Step 1, pending all background checks.
18. The Little Falls Board of Education approve Jamalata Assaf, paraprofessional, Effective December 15, 2025 through June 30, 2026, Step 1, pending all background checks.

B. EDUCATION AND STRATEGIC PLAN COMMITTEE

1. 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 F)
2. The Little Falls Board of Education approve the submission the district's Statement of Assurance Regarding the Paraprofessional Staff for the academic year 2025-2026 to the county office.

C. MAINTENANCE, BUILDING & GROUNDS AND REFERENDUM COMMITTEE

1. 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:

School #2 *approve/ratify

Date	Event	Location and Time	Requested By:	Cost
1-22-26	Lunch and Learn	Room 103 9:00am-2:00pm	Dr. Severns	\$0.00

2. RESOLVED, to approve the disposal of the attached band equipment found to be obsolete.
(Exhibit G)

D. HEALTH, SAFETY AND POLICY COMMITTEE

1. The Little Falls Board of Education approve the following transportation waivers in accordance with N.J.S.A18A:391c and District Policy number 8613.

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Student ID # 2003524
Student ID # 2003525