

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

AGENDA

REGULAR MEETING: Tuesday February 6, 2024 Agenda

- 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. Re-Organization Meeting Minutes – January 2, 2024
 - 2. Regular Meeting – January 2, 2024
 - 3. Executive Meeting Minutes- January 2, 2024

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

- VIII. PRESENTATION-
 - 1. Hornet of the Month
 - School #1 – Jaden Matos, Zoey Nucum, Charlotte Erickson, and John Tuma
 - School #2 – Maeve Farrelly
 - School #3- Jack Ziesing, Juliana Macaluso
 - 2. Larry Chestnut Retirement

- IX. REPORTS

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

2. BE IT RESOLVED, that the Little Falls Board of Education affirms the Superintendent's decision in HIB investigations (SC3-004-12-08-23-LFD-008) 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 affect students' parents.

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

D. FINANCE & INSURANCE COMMITTEE (Vincent Miraglia)

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 February 6, 2024, Warrant No.'s #30124 thru #30244 (voided and recut #29574,29932,30164, and 30176)(Current Account) totaling \$2,418,229.61;Wire Transfer #01102024 (Health Insurance) totaling \$251,728.92 Warrant No. #1286 thru #1293 (Cafeteria Account) totaling \$77,354.09(voided and recut as 1286) ; Warrant #1045 thru 1048(Before & After Care Account) totaling \$2,133.56; Warrant #1042 (SUI Account) totaling \$264.24 ;Warrant #4270 (voided #4269) (Agency) totaling \$11.85;Wire Transfer # 1262024 (Debit Service) totaling \$21,405.00; and Wire Transfer # 2012024 (Postage) totaling \$1,500.00 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. TRANSFERS – DECEMBER 2023

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 December 31, 2023 Transfer Report.

(Exhibit B-1)

3. TREASURER AND SECRETARY'S REPORTS – DECEMBER 31, 2023

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 December 31, 2023.

(Exhibit C)

4. COUNTY TRANSFER REPORT – DECEMBER 2023
RECOMMENDED ACTION by the Superintendent, in consultation with the School Business Administrator/Board Secretary, move that the Little Falls Board of Education approves the Monthly Report of County Transfers for December 31, 2023.
(Exhibit D)
5. ACCEPTANCE OF HIGH IMPACT TUTORING GRANT
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the New Jersey High Impact Tutoring Grant for \$24,146.00.
6. APPROVAL OF PROFESSIONAL DEVELOPMENT RESOURCE CONTRACT 24/25SY
RECOMMENDED ACTION by the Superintendent, move that the Little Falls Board of Education approve Christopher Hunninghake, Science Education Consultant, to provide nine full day coaching visits at \$11,700.00 and three full day workshops at \$8,400.00. Total cost of professional development \$20,100.00, anticipated to be paid with Title II funds.
7. APPROVAL OF BOOKTIX
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the use of BOOKTIX for the sale of the School #1 musical ticket sale at no cost to the district.
8. AMEND TREASURER REPORTS – AUGUST 31, 2023
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, 2023.
(Exhibit E)
- E. EDUCATION COMMITTEE (Nicole Smith)
 1. APPROVAL OF PVHS STUDENT INTERNSHIP 23-24 SY
MOVE that the Little Falls Board of Education approve the partnership between Little Falls School #2 and Passaic Valley Regional High School Early Childhood Student Internship Program and the following interns for the 2023 - 2024 School Year.

Cameron Kelly
 2. ACCEPTANCE OF NEW SUBSTITUTES
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following new substitute applicants 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

Zachery Zaleski

3. APPROVAL OF WILLIAM PATERSON UNIVERSITY STUDENT TEACHER

As per the recommendation of the Superintendent moved that the Little Falls Board of Education approve Elementary Special Education, student teaching for the following William Paterson University student:

Bryanne Makus

4. AMEND/APPROVE APPROVAL OF HOME INSTRUCTION

RECOMMENDED BY THE SUPERINTENDENT, move that the Little Falls Board of Education approve home instruction services to district student #2002336. Home instruction not to exceed 10 hours per week retroactive to November 2, 2023 through **June 20, 2024**.

5. AMEND APPROVAL OF WELLNESS COMMITTEE

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following staff /members to the Wellness Committee for the 2023-2024 school year.

School #2

Julie Abboud

Desiree DiBuono

Jon Buset

Jill Castaldo

April Hill

School #3

Desiree DiBuono

Elba Castrovinci

Joe Schmidt

Celeste Bonilla

Jessica Nucum

Audrey O’Jeda

School #1

Dana Sprague

Lisa Perotta

Monica Heaney

Sue Galione

Vincent Miraglia

6. APPROVAL OF WESTERN GOVERNORS UNIVERSITY STUDENT TEACHER

As per the recommendation of the Superintendent moved that the Little Falls Board of Education approve seventy-five hours of student teaching for the following Western Governor University student:

Kirsten MacMullen

7. APPROVAL OF AFTER SCHOOL ENRICHMENT CLUBS

As per the recommendation of the Superintendent moved that the Little Falls Board of Education approve the following After School Enrichment clubs and stipend for the 2023-2024 school year. Stipends to be funded by ARP ESSER funds, account number 20-490-100-00-00.

CLUB	EMPLOYEE	STIPEND
Roots To Rise	SonaDurgana and Monica Heaney	\$2,500 Split Equally(\$1,250.00) each
Hornet Atelier	Janie Wandel	\$2,500
History/Art/Nature Club	Christine Fiorendino and Melissa Natale	\$2,500 Split Equally(\$1,250.00) each
STEAM Club	Bethanne Strippoli	\$2,500
PenPal Club	Maribel Bayo	\$2,500
Math Counts Club 5-6	Christy Gregory	\$2,500
Math Counts Club 7-8	Briana Cruz	\$2,500
ESports Club	Briana Cruz	\$2,500

F. REPAIRS & MAINTENANCE/BUILDING & GROUNDS COMMITTEE
(Lauren Verdi)

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:

School #1 *approve/ratify

Date	Event	Location and Time	Requested By:	Cost
*1/29/2024 *2/5/2024	PTA Fashion Show-Ticket Sales	Café 7:00-8:30pm	S#1 PTA	\$0.00
2/13/2024	Cupcakes and Canvas	Café 3:00-5:00pm	7 th grade Class Advisor	
2/8/2024	Musical Choreography Meeting	Rm 107 3:00-5:00pm	S#1 Play Directors	\$0.00
2/7/2024	Fashion Show Headshots	Café/ 3:00-5:00pm	S#1 PTA	\$0.00
6/24/2024 - 6/28/2024	Jr. Police Academy	APR/107 Playground	LFPD	\$0.00
2/21/2024,3/20/2024, 4/17/2024, 5/15/2024, 6/19/2024,9/18/2024, 10/16/2024, 11/20/2024, 12/18/2024	Little Falls Education Foundation	107 7:00-8:00pm	LF EF	\$0.00

School #2 *approve/ratify

Date	Event	Location and Time	Requested By:	Cost
2/20/2024, 3/19/2024,4/23/2024, 6/11/2024	Daisy-Girl Scouts	Café 6:30-8:00pm	Girl Scouts	\$0.00
5/20/2024	Ice Cream Social	APR 5:00pm-6:00pm	S#2 Principal	\$0.00

School #3 *approve/ratify

Date	Event	Location and Time	Requested By:	Cost
*1/26/2024	Daisy-Girl Scouts	Art Room 3:05-4:05pm	Girl Scouts	\$0.00

G. PERSONNEL/NEGOTIATIONS COMMITTEE (Lauren Verdi)

1. 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: (Exhibit F)

2. NOTICE OF INTENT TO RETIRE– SCHOOL PSYCHOLOGIST

As per the recommendation of the Superintendent moved that the Little Falls Board of Education accept, with regret, the notice of intent to retire of Dr. Sherri Glassman, School Psychologist, effective September 1, 2024. Last day of work will be August 30, 2024.

3. APPROVE PAYMENT TO STAFF –SCHOOL #1 HORNET REFLECTION COVERAGE

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following employees for coverage of Hornet Reflection at the contractual rate of \$35.00 per hour, prorated. To be paid out of Title I, account number 20-231-100-101-00-00.

Laurel Pietsch
Gracyn Houmis
Irina Carroll
Vincent Plateroti

4. APPROVE/RATIFY ACCEPTANCE OF RESIGNATION- ABA-PARAPROFESSIONAL

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Kara Arena, ABA paraprofessional School #3, effective December 30, 2023.

5. APPROVAL OF VOLUNTEER WORK

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve Meghan Loveman as a volunteer choreographer for the School #1 play pending all background checks, at no charge to the district.

6. REIMBURSEMENT OF TRAVEL EXPENSES-NJSB&G CONFERENCE-MARCH 18-20, 2024

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve travel expenses as noted for the following district employees and Board Members for the NJSB&G Conference being held MARCH 18-20, 2024:

<u>NAME</u>	<u>WORKSHOP/LOCATION</u>	<u>DATE</u>	<u>ESTIMATED COST</u> <u>(Mileage/Meals Conference)</u>
Charles Smith	NJSB&G Workshop	3/18/24-3/20/24	\$15.00 Tolls \$125.00 mileage \$325.00 Registration Atlantic City, NJ
		3/18/24-3/20/24	\$59.00 Meals Overnight Stay \$44.25 Meals 1 st & last day of travel for each

<u>NAME</u>	<u>WORKSHOP/LOCATION</u>	<u>DATE</u>	<u>ESTIMATED COST</u>
Charles Smith	NJSB&G Workshop	3/18/24-3/20/24	Hotel Conference \$114.00 as per GSA rate Hotel Accommodations per night, each Attendee + applicable taxes

7. APPROVE/RATIFY APPROVAL OF SALARIES FOR ARP GRANT FOR THE 2023-2024 SCHOOL YEAR

As per the recommendation of the Superintendent moved that the Little Falls Board of Education approve the employee and salary listed below to be charged to the ARP Grant for the 2023-24 School Year:

Name	Account Number	Amount
Lindsey Enchelmaiers	20-491-200-100-00-00	\$29,275.00

8. APPROE/RATIFY APPOINTMENT- BEFORE CARE AND AFTER CARE CLASSROOM SUBSTITUTE FOR THE 2023-2024 SY

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve Julia Marchesani as a substitute for the Before and After Care-The Hive program, February 1, 2024 through June 17, 2024.

9. APPROVE/RATIFY UNPAID LEAVE OF ABSENCE 23-24 SY

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education, approve the following unpaid leave of absence:

23/24 School Year

Name	Position/ Location	Unpaid Leave Start Date	Unpaid Leave End Date	FMLA Start date	NJFLA Date	EXTENDEND LEAVE (Unpaid without benefits)	Date of Return (Anticipated)
5039	Sch3	09/01/23	11/13/23			NA	02/12/24

10. AMEND/APPROVE HOME INSTRUCTION
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve **Silvergate Prep** to provide home instruction for student #2002336 for up to 10 hours per week prorated from November 2, 2023 through **June 20, 2024**, at a fee of \$30.00/hr.

11. APPROVE/RATIFY OF APPOINTMENT OF ABA PARAPROFESSIONAL 23-24 SY
RECOMMENDED ACTION by the Superintendent, move that the Little Falls Board of Education approve the appointment of Maraja Minov as an ABA paraprofessional, effective February 7, 2024 through June 30, 2024. The rate of pay will be Step 1 as per the 2022- 2025 LFEA collective negotiation agreement, paraprofessional salary guidelines. pending all background checks.

12. ACCEPTANCE OF RESIGNATION- BEFORE AND AFTERCARE
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education accept the resignation of Emily Mercedes, Aftercare #3, effective January 30, 2024.

13. AMEND/APPROVE APPOINTMENT- BEFORE CARE AND AFTER CARE CLASSROOM LEADS FOR THE 2023-2024 SY
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following for the Before and After Care-The Hive staff member. All staff members can serve as substitutes for the Before and Aftercare program.

Safaa Dalco - Combined 5 days per week - 3:05pm-6:00pm @ a rate of \$90.00 per day
Catherine Camerota-Combined 5 days per week - 3:05pm-6:00pm @ a rate of \$90.00 per day

Tracey Schultz - 5 days per week - 3:05pm-5:05pm @ a rate of \$60 per day

14. AMEND APPROVAL OF JOB DESCRIPTION
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education amend the following School Secretary job description. (Exhibit G)

15. AMEND APPOINTMENT OF LUNCH AIDES/PLAYGROUND AIDES 23/24 SY
As per the recommendation of the Superintendent move that the Little Falls Board of Education employ Lunchroom/ Playground Aides for the 2023-2024 school year at hourly salaries as indicated to be paid out of Food Service account number 60-910-310-100-10-00.

Staff Member	School	Hrs. Per Day	Rate of pay
Patty Ciarfella	School #2	Per 23/24 contract	\$15.25 per hour
Safaa Dalco	School #3	Per 23/24 contract	\$15.25 per hour
Teresa DeStefano	School #3	Per 23/24 contract	\$15.25 per hour
Maria Puzio	School #1	Per 23/24 contract	\$15.25 per hour
Lois Juliano	School #1	Per 23/24 contract	\$15.25 per hour
Nancy O'Conner	School #2	Per 23/24 contract	\$15.25 per hour
Sandra Trapanese	School #2	Per 23/24 contract	\$15.25 per hour

16. AMEND APPOINTMENT OF AM AND PM BUS AIDES-23/24 SY

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following bus aides for the 23/24 school year.

STAFF MEMBER	POSITION	RATE OF PAY
Teresa DeStefano	Bus Aide	\$15.25 per hour
Nancy O'Conner	Bus Aide	\$15.25 per hour

17. REIMBURSEMENT OF TRAVEL EXPENSES-NJASA CONFERENCE-MARCH 18-19, 2024

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve travel expenses as noted for the following district employees and Board Members for the NJASA Conference being held MARCH 18-19, 2024:

NAME	WORKSHOP/LOCATION	DATE	ESTIMATED COST (Mileage/Meals Conference)
Tracey Marinelli	NJASA Workshop	3/18/24-3/19/24	\$43.43 mileage \$419.00 Registration Somerset, NJ
		3/18/24-3/19/24	\$48.00Meals 1st & last day of travel for each

NAME	WORKSHOP/LOCATION	DATE	ESTIMATED COST
Tracey Marinelli	NJASA Workshop	3/18/24-3/19/24	Hotel Conference \$153.00 as per GSA rate Hotel Accommodations per night, each Attendee + applicable taxes

18. APPROVE/RATIFY PAYMENT TO STAFF –SCHOOL #3 BAND SUPERVISION

RECOMMENDED ACTION by the Superintendent moved that the Little Falls Board of Education approve payment to Tracey Schultz for extracurricular supervision for morning band practice February 2, 2024 through June 20, 2024 for approximately thirty minutes per practice, at the contractual chaperone rate of \$25.00 hr.

H. HEALTH & SAFETY COMMITTEE (Doug Jandoli)

I. POLICY COMMITTEE (Desiree DiBuono)

1. WAIVER OF TRANSPORTATION

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following transportation waivers in accordance with N.J.S.A 18A:391c and District Policy number 8613.

Student ID # 2003208

2. REINSTATEMENT OF TRANSPORTATION

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the following transportation reinstatement in accordance with N.J.S.A 18A:391c and District Policy number 8613.

Student ID # 2002966

J. STRATEGIC PLANNING COMMITTEE (Shannon Zurbruegg)

K. COMMITTEE REPORTS

L. PTA LIAISONS (2/3 PTA Shannon Zurbruegg/S#1 Nicole Smith)

M. LITTLE FALLS EDUCATION LIASON (Desiree DiBuono)

X. UNFINISHED BUSINESS

XI. OPEN MEETING TO THE PUBLIC

XII. NEW BUSINESS

1. BOARD INTERVIEWS OF POTENTIAL BOARD MEMBER

XIII. EXECUTIVE SESSION

XIV. ADJOURNMENT