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

AGENDA

REGULAR MEETING: TUESDAY, November 10, 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 – October 13, 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 November 10, 2020, Warrant No.'s #26828___ thru #26982_ (Current Account) totaling $;1,679,642.27____; Warrant #1204 thru Warrant # 1206 totaling (Cafeteria Account) totaling $29,003.19; and Warrant # 1002 thru Warrant # 1003 **(BEFORE AND AFTER CARE ACCOUNT)** totaling $8,503.00 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. TREASURER AND SECRETARY'S REPORTS – OCTOBER 31, 2020

RECOMMEDED 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 October 31, 2020.

(Exhibit C)

3. APPROVE/RATIFY NEW JERSEY SCHOOL INSURANCE GROUP

WHEREAS, N.J.S.A. 18A:18B-1, et seq., enables boards of education to join with other boards of education in school board insurance trusts for the purpose of forming self-insurance pools;

WHEREAS, the New Jersey Schools Insurance Group ("NJSIG") is a joint insurance fund authorized by N.J.S.A. 18A:18B-1, et seq. to provide insurance coverage and risk management services for its members;

WHEREAS, the Little Falls Board of Education herein after referred to as the "Educational Institution," has resolved to apply for and/or renew its membership with NJSIG;

WHEREAS, the Educational Institution certifies that it has not defaulted on a claim, and has not been cancelled for non-payment of insurance premium for a period of at least two (2) years prior to the date of its application to NJSIG;

WHEREAS, the Educational Institution desires to secure protection, services, and savings relating to insurance and self-insurance for itself and its departments and employees; and,

WHEREAS, the Educational Institution finds that the best and most efficient way of securing this protection and services is by cooperating with other boards of education in the State of New Jersey.
NOW THEREFORE, BE IT RESOLVED, THAT:

This agreement is made by and between NJSIG and the Educational Institution;

The Educational Institution joins with other boards of education in organizing and becoming members of NJSIG pursuant to N.J.S.A. 18A:18B-3(a), for a period of three years, beginning on July 1, 2020, and ending July 1, 2023 at 12:01 a.m.;
In consideration of membership in NJSIG, the Educational Institution agrees that for those types of coverage in which it participates, the Educational Institution shall jointly and severally assume and discharge the liabilities of each and every member of NJSIG to such agreement arising from their participation in NJSIG. By execution hereof the full faith and credit of the Educational Institution is pledged to the punctual payment of any sums which shall become due to NJSIG in accordance with the bylaws thereof, the plan of risk management, this Agreement and any applicable statute or regulation;
The Educational Institution and NJSIG agree that NJSIG shall hold all monies paid by the Educational Institution to NJSIG as fiduciaries for the benefit of NJSIG claimants all in accordance with applicable statutes and/or regulations;
NJSIG shall establish and maintain Trust Accounts in accordance with N.J.S.A.

18A:18B-1, et seq. and such other statutes and regulations as may be applicable;

By adoption and signing of this resolution, the Educational Institution is hereby joining NJSIG in accordance with the terms of this Indemnity and Trust Agreement and Resolution to Join / Renew Membership, effective the date indicated below, for the types of insurance as indicated in the Insurance Binder issued by NJSIG;
The Educational Institution hereby ratifies and affirms the bylaws and other organizational and operational documents of NJSIG, and as from time to time amended by NJSIG and/or the State of New Jersey, Department of Banking and Insurance, in accordance with the applicable statutes and regulations as if each and every one of said documents were re-executed contemporaneously herewith;
The Educational Institution agrees to be a participating member of NJSIG for the period herein provided for and to comply with all of the rules and regulations and obligations associated with said membership, including, but not limited to the NJSIG's Plan of Risk Management;
The Educational Institution under its obligations as a member of NJSIG agrees to allow for safety inspections of its properties, to pay contributions in a timely
fashion and to comply with the bylaws and standards of participation of NJSIG including the plan of risk management;
If NJSIG, in the enforcement of any part of this Agreement, shall incur necessary expense or become obligated to pay attorney's fees and/or court costs, the Educational Institution agrees to reimburse NJSIG for all such reasonable expenses, fees and costs on demand;
The Business Administrator is hereby authorized in accordance with the Public School Contracts Law, N.J.S.A. 18A:18A-1, et seq., to execute such contracts and documentation

with NJSIG as is necessary to effectuate this resolution; and, 12)The Business Administrator is directed to send a certified copy of this Indemnity
and Trust Agreement and Resolution to Join / Renew Membership to NJSIG.

4. APPROVAL OF SECURING OUR CHILDREN'S FUTURE/SCHOOL SECURITY GRANT SUBMISSION 2020-2021 SY

As per the recommendation of the Superintendent, in consultation with the School Business Administrator/Board Secretary moved that the Little Falls Board of Education approve the submission of the Grant Application for Securing Our Children's Future/School Security.

5. APPROVAL OF PURCHASE – BIO-SHINE

Pursuant to N.J.S.A. 18A:18A-10 {a);) and N.J.A.C. 5:34-7.29(c), and based upon the recommendation of the School Business Administrator /Board Secretary,
The Little Falls Board of Education, by this resolution and without advertising for bids, authorizes the purchase of Facility Maintenance Equipment, and Custodial Supplies and Equipment from the following listed State Contract vendor who participates with the New Jersey Cooperative Purchasing Program through Hunterdon County Educational Services Commission.

The State Contract vendor agrees to sell Facility Maintenance Equipment and Custodial Supplies and Equipment and Supplies to the Little Falls Board of Education in accordance and subject to all conditions applicable to the individual state contract at a cost not to exceed $125,000.

Vendor	State Contract#	Description
Bio-Shine	HCESC-Cat/Ser-19-01	Facility Maintenance Equipment
Bio-Shine	HCESC-Cat-19-02	Custodial Supplies and Equipment

6. APPROVAL COMPREHENSIVE MAINTENANCE PLAN 20-21 SY & FORM M-1

As per the recommendation of the Superintendent, in consultation with the Business Administrator/Board Secretary, moved that the Little Falls Board of Education adopt the following Resolution and append to the minutes:
WHEREAS, the Department of Education requires New Jersey School Districts to submit Three-Year Maintenance Plans documenting "required" maintenance activities for each of its public school facilities, and

WHEREAS, the required maintenance activities as listed in the attached document for the school facilities of the Little Falls Township Public School District are consistent with these requirements, and

WHEREAS, all past and planned activities are reasonable to keep school facilities open and safe for use or in their original condition and to keep their system warranties valid,
NOW, THEREFORE, BE IT RESOLVED, that the Little Falls Board of Education hereby authorizes the School Business Administrator to submit the attached Comprehensive Maintenance Plan for Schools #1, #2 and #3 of the Little Falls Township School District in

compliance with the Department of Education requirements and the Form M-1 Annual Maintenance. (Exhibit D)

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

A. SCHOOL ARCHITECT FOR THE 20/21 SY
MOVE that RSC Architects be appointed School Architect of Record for Pre-Referendum Planning Services at a cost of $73,000.00.

B. APPROVAL OF DEMOGRAPHER
MOVE that Statistical Forecasting, LLC be appointed Demographer for an estimate cost of $25,000.00.

C. APPROVAL OF BOND MUNICIPAL ADVISOR
MOVE that Phoenix Advisors, LLC be appointed Municipal Advisor for an estimate cost of $22,000.00.

8. APPROVAL OF BIDS

WHEREAS, the Little Falls Board of Education (“Board”) advertised for bids for the Little Falls School #3 Exterior Upgrades Project (“the Project”); and

WHEREAS, on September 17, 2020, the Board received bids for the Project as reflected on the attached bid tabulation sheet; and

WHEREAS, the purported low bidder, Punjab Restoration Co. LLC ("Punjab"), submitted a defective bid insofar as it did not include for its electrical subcontractor a Division of Property Management and Construction ("DPMC") Notice of Classification, DPMC 701 Form listing total amount of uncompleted contracts, and an Affidavit of No Material Adverse Change as required by the Project specifications; and

WHEREAS, the next low bidder, Askari Construction, Inc. ("Askari"), submitted a base bid in the amount of $247,000; and

WHEREAS, Askari submitted a bid that is materially responsive and it is the Board's desire to award the contract for the Project to Askari.

NOW THEREFORE BE IT RESOLVED as follows:

1. The Board hereby rejects the bid submitted by Punjab for being materially defective.
2. The Board hereby awards the project to Askari in the total contract sum of $247,000.
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 DONATIONS

As per the recommendation of the Superintendent moved that the Little Falls Board of Education accept, pursuant to Board of Education Policy #7230, "Gifts, Grants and Donations," the following donations for:

A. Acceptance of $1,200.00 grant from Burlington
B. Acceptance of trees donated by an anonymous donner

10. AMEND APPROVAL OF ACCEPTANCE OF ESSEX REGIONAL EDUCATIONAL SERVICES COMMISSION TRANSPORTATION SERVICES AGREEMENT-19-20 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 2019-2020 school year. (Exhibit E)

11. AMENDMENT OF THE LONG RANGE FACILITY PLAN

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the amendment to the long range facility plan for the Bipolar Ionization Project for Schools 1, 2, and 3.

12. APPROVAL OF PAYMENT

RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the one-time payment of $750.00 to Brian Simmons for the completion of The Black Seal License.

13. APPROVAL OF PURCHASE – CDW-G

Pursuant to N.J.S.A. 18A:18A-10 {a);) and N.J.A.C. 5:34-7.29(c), and based upon the recommendation of the School Business Administrator /Board Secretary,
The Little Falls Board of Education, by this resolution and without advertising for bids, authorizes the purchase of Facility Maintenance Equipment, and Custodial Supplies and Equipment from the following listed State Contract vendor who participates with the New Jersey Cooperative Purchasing Program through Hunterdon County Educational Services Commission.

The State Contract vendor agrees to sell Facility Maintenance Equipment and Custodial Supplies and Equipment and Supplies to the Little Falls Board of Education in accordance and subject to all conditions applicable to the individual state contract at a cost not to exceed $150,000.

Vendor	State Contract#	Description
CDW-G	#ESCNJ 18/19-03 (18/19-03)	Technology Supplies and Services

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 F)

2. 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 G)

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

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
*10/28/2020	8th Grade Movie Night	Playground/6:30pm	8th grade advisor

2. APPROVAL OF HEALTH AND SAFETY EVALUATION OF SCHOOL BUILDINGS CHECKLIST

WHEREAS, the Little Falls Board of Education and its Chief School Administrator have reviewed the district's Health and Safety Evaluation of School Buildings checklist for 2020-2021 and have determined that all items of the Health and Safety Evaluation of School Buildings checklist have been satisfactorily completed in accordance with applicable requirements;

NOW, THEREFORE, BE IT RESOLVED, that the Little Falls Board of Education hereby affirms the accuracy of the School District's Statement of Assurance and Health and Safety Evaluation of School Buildings checklist. (Exhibit H)

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

1. 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

NAME	WORKSHOP/LOCATION	DATE	ESTIMATED COST
Kimberly Delia	Handle With Care Wayne, NJ	1/8/2021	$450.00

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.

Brianna Parrella
Cortney Caruso
Christina Montesano
Keri Ann Brown
Katrina Lanza
Maribel Bayo

3. APPROVAL OF PERMANENT SUBSTITUTE POSITION
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve a Permanent Substitute Teacher positions at a yearly salary of $31,518.07, (SUBTCH05).

4. APPROVAL OF APPOINTMENT OF PERMANENT SUBSTITUTE TEACHER 20/21
RECOMMENDED ACTION by the Superintendent move that the Little Falls Board of Education approve the appointment Jamie Christopher as a permanent substitute teacher (SUBTEH05) December 1, 2020 through June 30, 2021 at a yearly salary of $ 31,518.70 pending all background checks.

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

1. APPROVAL OF THE SCHOOL SAFETY AND SECURITY PLAN AND SUBMISSION OF STATEMENT OF ASSURANCE FOR 20-21 SY
RECOMMENDED BY THE SUPERINTENDENT, move that the Little Falls Board of Education approve the School Safety and Security Plan and submission of the School Safety and Security Plan Statement of Assurance for the 2020-2021.

I. POLICY COMMITTEE (Mr. Michael Murphy)

1. FIRST READING OF POLICY

As per the recommendation of the Superintendent moved that the Little Falls Board of Education hold a first reading of the following policy: (Exhibit I)

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)

2. ADOPTION OF BYLAW

RECOMMENDED ACTION by the Superintendent moved that the Little Falls Board of Education suspend the rules of bylaw 0164.6 and adopt the following list of policies and regulations. (Exhibit J)

0164.6 Remote Public Board Meetings During A Declared Emergency

J. STRATEGIC PLAN COMMITTEE (Mr. Doug Jandoli)

K. COMMITTEE REPORTS

X. UNFINISHED BUSINESS

XI. OPEN MEETING TO THE PUBLIC

XII. NEW BUSINESS – Reorganization Meeting

XIII. EXECUTIVE SESSION

XIV. ADJOURNMENT