

**December 13, 2012 Regular Meeting Minutes**  
**Board of Education of the Borough of Little Ferry, Bergen County, NJ**

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President Anne DeLuca called the Regular Meeting of the Little Ferry Board of Education to order on Thursday, December 13, 2012 at 7:30 p.m. and led the Board in the Salute to the Flag.

**OPENING STATEMENT**

Board Secretary R. Paul Vizzuso read the following Opening Statement affirming that the New Jersey Open Public Meetings Law requirements had been met:

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend meetings of public bodies at which business affecting their interests is discussed or acted upon. In accordance with the provisions of the Act, the Business Administrator/Board Secretary has caused notice of this meeting to be published by having the date, time and place thereof placed in the Memorial School, Washington School and the Municipal Building with notices sent to THE RECORD of the news media.

**Present:** Anne DeLuca, Anthony DiBlasio, Suzanne Ferrante, Johanna Jentz, A.J. Joshi, Jody Pasqua, Jill Ann Pasechnik, John Tronlone, Deanna Wallace

**Absent:** None

**Also Present:** Frank Scarafile, Superintendent  
R. Paul Vizzuso, Business Administrator/Board Secretary  
Ferrara, Turitz, Harraka & Goldberg P.C. Marla Taus in attendance

**R: 135            12/13/12            APPROVAL OF MINUTES**

Motion by        Jill Ann Pasechnik

Seconded by     Suzanne Ferrante

BE IT RESOLVED, that the Little Ferry Board of Education hereby approves and places on file the minutes from the following meetings:

➤ Regular Meeting, Thursday November 15, 2012

**Roll Call:        8 Yes,   0 No,   1 Abstain   John Tronlone**

**INTO CLOSED EXECUTIVE SESSION**

No Closed Session

**CORRESPONDENCE**

Mr. Scarafile read correspondence from both the Girl Scouts Troop 4469 and a donation letter from Windsor Academy.

**REPORT OF THE SUPERINTENDENT OF SCHOOLS**

Mr. Scarafile introduced the students of the month for October and November 2012, and updated the Board on Washington and Memeorial School in relation to Hurricane Sandy.

**OCTOBER**

Gr. 5     Amanda Leo  
Gr. 6     Sebastian Almonte  
Gr. 7     Markifel Plaza  
Gr. 8     Masakazu Kogawa

**NOVEMBER**

Gr. 5     Fareed Rasul  
Gr. 6     Gianna Sarlo  
Gr. 7     Vanessa Whyte  
Gr. 8     Allison Forero

## **December 13, 2012 Regular Meeting Minutes**

### **Personnel**

- I am extending the contract of Ryan Bernardo; 7G Social Studies leave replacement for Gina Warth through January 31, 2013. Mrs. Warth is currently on maternity leave and was scheduled to be back on December 10, 2012. She is now on sick leave through January 31, 2013.
- I am offering a contract to Ms. Lauren Pace, 2<sup>nd</sup> Grade teacher to replace Ms. Lisa Gilmartin who will be retiring on disability.

### **Facilities**

- Washington School will re-open on Monday, pending approval of Health Dept.
- Two (2) Kindergarten Classes will be left in Memorial School and be located in the Music Room and the Health Room
- Pre-K will be back in Memorial School on Monday December 17.
- We have a lot of work ahead of us in Washington School. We need to expedite construction of the downstairs bathrooms as we only have 5 functional toilets at this time in Washington School.

### **Superintendent Highlights**

- We are winding down our Humanitarian Relief efforts. We are looking for volunteers to help us with a massive delivery of clothes, books, and toys that will be coming in early next week. We can use any help you can offer between 7:30 AM & 4:30 PM to help sort and separate.
- We will get back on track with our education committee meetings after the re-org to gain continuity. The teachers are asking me to hold off until January.
- Should you get any questions from the public concerning the re-opening of school or how we are doing anything; please refer them to me! Things change at a rapid pace. Therefore, for now, I am the correct source.

### **Dates to Remember**

- Thursday January 3, 2013 7:30 PM Board of Education Meeting Media Center (Re-Org)

### **REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY**

No Report

### **REPORT OF THE BOARD PRESIDENT**

Ms. Deluca thanked everyone for their support and wished everyone Happy Holidays.

- The Board meeting was paused to allow the McDonald family to make a donation (supplies) to the school district.

### **UNFINISHED BUSINESS**

None

### **COMMITTEE REPORTS**

- A.J. Joshi – mentioned that the Education Committee is postponed until January 2013
- Jill Ann Pasechnik – reported on the Finance Committee meeting held prior to the Board meeting.

### **OPEN CITIZENS HEARING**

Motion by John Tronlone

Seconded by A.J. Joshi

BE IT RESOLVED, that the meeting is now open to the Citizens' Hearing of the Regular Public Session at 7:55 p.m.

- Public discussion centered on support for Frank Scarafilo, Superintendent to renew his contract, there was also some opposition to renewal.

### **CLOSE CITIZENS HEARING**

Motion by A.J. Joshi

Seconded by Suzanne Ferrante

BE IT RESOLVED, that the Citizens' Hearing of the Regular Public Meeting is hereby closed at 9:21 p.m.

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### **RESOLUTION BY BLOCK VOTE (R: 136-156)**

Motion by Suzanne Ferrante  
Seconded by Jill Ann Pasechnick

**Roll Call: 9 YES 0 NO**

#### **R: 136 12/13/12 APPROVE BILLS LIST**

BE IT RESOLVED, that the properly certified and approved bills in the amount of \$866,040.50 for the month of November 2012, which shall be made part of this resolution, are hereby approved for payment.

#### **R: 137 12/13/12 RATIFY HAND CHECKS**

BE IT RESOLVED, that the Little Ferry Board of Education ratifies the issuance of the “hand” checks listed below:

Check Number	Vendor	Amount
600399	Grainger	\$176.20 – Food Service Supplies
600400	MySchoolMeals.com	\$275 – Online Fees
931112	NJ Division Pension & Benefits	\$105,534.79 – Health Benefits
932112	NJ Division Pension & Benefits	\$725.27 – Retiree Benefits

#### **R: 138 12/13/12 APPROVE PAYROLL – NOVEMBER 2012**

BE IT RESOLVED that the Little Ferry Board of Education approves the payroll for the month of November 2012 in the amount of \$ 762,080.24.

#### **R:139 12/13/12 APPROVE TRAVEL EXPENSES**

BE IT RESOLVED, that in accordance with the Superintendent’s recommendation, the Little Ferry Board of Education approves travel and costs as related in this resolution which are educationally necessary and fiscally prudent and are related to

and within the scope of the employee’s current responsibilities and promotes the delivery of instruction or furthers the efficient operation of the school district. The reimbursements listed in this resolution are in compliance with state travel reimbursement guidelines as established by the Department of the Treasury and Board of Education policy in accordance with N.J.A.C. 6A:23A-7.1-7.13 et. seq.

<i>Name</i>	<i>Conference/Seminar Name</i>	<i>Code</i>	<i>City</i>	<i>Date of Trip</i>	<i>Expense Type</i>	<i>Miles/amt.</i>	<i>Total Reimb. Amt.</i>
DeSimone, L.	Workshop	4	TBA	2/4/13	Mileage	20	6.20
DeSimone, L.	Workshop	4	Region V Oradell	1/29/12	Mileage	26	8.06
DeSimone, L.	Meetings	4	Glenview Fairfield	12/12 or 1/13	Mileage	80	24.80
<b>TOTALS</b>							<b>39.06</b>

Mileage rate  
.31

Code: 1-State/Federal policy requirements, 2-State curricular requirements, 3-State initiatives,  
4 -individual job requirements

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### **R: 140            12/13/12            APPROVE BOARD SECRETARY/TREASURER'S REPORT**

BE IT RESOLVED THAT the Little Ferry Board of Education approve and accept the following listed reports of the Board Secretary and Board Treasurer and, pursuant to N.J.A.C. 6:20-2A. (10d), certify that as of September 30, 2012 (on file in Board office for review) and October 31, 2012 after review of the secretary's monthly financial report (appropriations sections) and upon consultation with the appropriate district officials, to the best of our knowledge no major account of fund has been over-expended in violation of N.J.A.C. 6:20-2A (a) and that sufficient funds are available to meet the district's financial obligations for the remainder of the fiscal year.

### **R:141            12/13/12            AWARD TEACHER CONTRACT – KRISTINA REVELL MATERNITY LEAVE REPLACEMENT (Revised 11/15/12)**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools the Little Ferry Board of Education hereby awards a Teacher contract to Kristina Revell as maternity leave replacement for a tenured First Grade teacher Kristen Occhino effective November 16, 2012 through on or about March 10, 2013. Placement on the Teachers' salary Guide will be at MA-Step 1, \$54,186.00 pro-rated with benefits.

### **R:142            12/13/12            APPROVE SUBSTITUTE PARAPROFESSIONALS – 2012-2013**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Little Ferry Board of Education hereby appoints the following Paraprofessionals for Special Education & Regular classes for the 2012-2013 school year – with no benefits:

Tuba Bayat                            \$13.26 / hr.

### **R:143            12/13/12            APPROVE 2012-2013 JOINT TRANSPORTATION AGREEMENT ENGLEWOOD PUBLIC SCHOOLS**

BE IT RESOLVED THAT the Little Ferry Board of Education hereby approves the 2012-2013 Joint Transportation Agreement for the Choice students attending Dwight Morrow High School in Englewood in the amount of \$7,775.32.

### **R:144            12/13/12            APPROVE BOOK DONATION-SCHOLASTIC**

BE IT RESOLVED THAT the Little Ferry Board of Education hereby approves 10,000 books donation from Scholastic.

### **R:145            12/13/12            APPROVE DONATION - NJEA**

BE IT RESOLVED THAT the Little Ferry Board of Education hereby approves a coffee maker donation from New Jersey Education Association.

### **R: 146            12/13/12            APPROVE LUNCH AIDES 2012-13**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Little Ferry Board of Education hereby approves the following lunch aide for the 2012-13 school year.

Tracy Derwin \$12/hr

### **R: 147            12/13/12            APPROVE SUBMISSION OF ALTERNATE METHOD OF COMPLIANCE TO THE BERGEN COUNTY DEPARTMENT OF EDUCATION**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Little Ferry Board of Education hereby approves the attached Alternate Method of Compliance for Toilet Room Facilities for Early Interventions, Pre-Kindergarten and Kindergarten Classrooms for the 2012-2013 school year.

### **R: 148            12/13/12            APPROVE EMERGENCY CONTRACTS**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Little Ferry Board of Education hereby approves the following emergent HVAC work to be done at Washington School in order to provide the necessary health and safety of occupants.

• Mettler Corp.	HVAC Units (3)	\$34,850
• Industrial Electrical	Electrical Work	\$ 6,750
• Paino Roofing	Curbing	\$ 5,400
<b>Total</b>		<b>\$47,000</b>

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### **R: 149            12/13/12            APPROVE VOLUNTEER ASSISTANT BOYS BASKETBALL COACH**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Little Ferry Board of Education hereby approves the appointment of Michael Marrone, volunteer assistant boys' basketball coach, pending proper criminal background check, for no compensation.

### **R: 150            12/13/12            APPROVE LAUREN PACE**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Little Ferry Board of Education hereby approves the appointment of Lauren Pace, 2<sup>nd</sup> Grade teacher, BA, Step 1, \$48,917 pro-rated; effective 1/16/13 through 6/30/13 with benefits.

### **R: 151            12/13/12            APPROVE SICK LEAVE – GINA WARTH**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Little Ferry Board of Education hereby approves the sick leave for Gina Warth, effective December 10, 2102, through January 31, 2013. Anticipated return date is February 1, 2013.

### **R: 152            12/13/12            APPROVE CONTRACT EXTENSION – RYAN BERNARDO**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Little Ferry Board of Education hereby approves the contract extension for Ryan Bernardo, 7<sup>th</sup> Grade Social Studies teacher, effective December 10, 2012 through January 31, 2013.

### **R:153            12/13/12            APPROVE USE OF FACILITIES**

**BE IT RESOLVED, that the Little Ferry Board of Education approves the following use of facilities requests:**

<u>Name of Organization</u>	<u>Dates</u>	<u>Description</u>	<u>Time &amp; Location Req.</u>
8 <sup>th</sup> Grade Proj. Grad.	01/11/13 , 2/15,3/15 & 4/19	5 – 8 Grade Dances *	Mem Sch Gym
Boy Scouts Pack 105	1/2/13, 1/16, 2/6, 2/20, 3/6, 3/20, 4/10, 4/24, 5/1, 5/15	Date & Location Change Den Meetings	6:30 –10:30 PM Multi-Purpose – 6:30 – 8:30 PM
St. Margaret's	12/11/12 – 4/30/13	Temp Religious Educ	2 Classrooms Tues. & Wed.

### **R:154            12/13/12            APPROVE COLLEGE STUDENTS FOR FIELD EXPERIENCE/ PRACTICUM/STUDENT TEACHER – 2012 - 2013 SCHOOL YEAR**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Board of Education approves the Following College Students for Field Experience or Practicum or Student Teaching in the Little Ferry Public Schools in the 2012 – 2013 School Year.

Meaghan Raymond – Robin Baskinger – 1/14/13 – 3/8/13 \*\*

**\*\* Pending Proof of Mantoux**

### **R:155            12/13/12            APPROVE FIELD TRIP – 2012 – 2013**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, and in accordance with Board Policy, the Little Ferry Board of Education hereby approves the following Field Trips for the 2012 – 2013 school year:

NJ School of Conservation            - Grade 6 Classes            -            April 26, 2013

### **R:156            12/13/12            DISTRICT WIDE BUDGET FREEZE**

WHEREAS, Hurricane Sandy caused extensive damage to the two public schools in the District; and

WHEREAS, the cost of restoration and the extent of payment of claims for such costs by the District's insurance company and FEMA have not yet been identified; and

WHEREAS, in order to have operating funds available to meet expenses not covered by insurance or FEMA, it is necessary under these unique circumstances to freeze the budget.

NOW THEREFORE, BE IT RESOLVED by the Little Ferry Board of Education that the budget is hereby frozen, effective immediately, for the remainder of the school year through June 30, 2013.

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### **NEW BUSINESS**

- Jill Ann Pasechnick – asked how donations are being tracked?
- Anthony DiBlasio – asked about the credit from Cooney Island for the 4<sup>th</sup> graders and how will it be used for future use.

### **INTO CLOSED EXECUTIVE SESSION**

No Closed Session

### **ADJOURNMENT**

Motion by Jill Ann Pasechnick

Seconded by Anthony DiBlasio

BE IT RESOLVED, that with no further business to come before the Little Ferry Board of Education, the meeting is adjourned at 9:30 p.m.

Respectfully Submitted,



R. Paul Vizzuso  
Business Administrator/Board Secretary