

**November 17, 2011 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, November 17, 2011 at 7:31 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.

**ROLL CALL**

**Present:** Anthony DiBlasio, Suzanne Ferrante, A.J. Joshi, Jill Ann Pasechnick (arrived @ 7:43pm), Jody Pasqua, John Tronlone, Deanna Wallace, Anne DeLuca

**Absent:** Johanna Jentz

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

**R:165            11/17/11            APPROVAL OF MINUTES**

Motion by        Trustee    Anthony DiBlasio

Seconded by     Trustee    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, September 27, 2011

**Roll Call:        7 Yes,   0 No,   0 Abstain**

**INTO CLOSED EXECUTIVE SESSION**

No Executive Session

**CORRESPONDENCE**

None

**REPORT OF THE SUPERINTENDENT OF SCHOOLS**

- Mr. Scarafile asked the Board to change the December meeting date from December 15<sup>th</sup> to the 13<sup>th</sup>.
- Mr. Reid from Martifer Solar USA gave a brief report to the Board on the solar panel installation at Memorial school.

**I.        Personnel**

- We had a Personnel Committee Meeting at 6 PM in my office on Tuesday November 15<sup>th</sup>.

**II.      Education Update**

- Mr. Holster and I attend the QSAC Orientation on Friday November 4<sup>th</sup>. The process will begin amongst the Administrative Team. Upon our initial completion of each area we will meet with each Board Committee to review our findings.
- Upon submission the County Superintendent will make an appointment to verify our findings.
- There is a resolution to approve the required 21<sup>st</sup> Century Life Skills Curriculum. This curriculum must implemented for the 2012-13 school year.

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### III. Harassment, Intimidation & Bullying

- I must report these issues to the board at every meeting. I will be reporting these items in my updates so that the principals can send out their letters. I will outline the procedure for you at the October 27<sup>th</sup> meeting.
- **Middle School: 5 new investigations of HIB to date. 1 instances of Bullying**
- **Elementary School: 1 investigation of HIB to date. 0 instances of Bullying**

### IV. Facilities

- A representative from Pomptonian Food Service visited us on Wednesday November 9<sup>th</sup>. Anthony DiBlasio represented the Board and will report his observations with Paul Vizzuso, our BA.

### V. Board Member Update

- November 1<sup>st</sup> was the deadline for fingerprinting. Please submit a COPY of your clearance letter to me for our files.
- On Monday November 14<sup>th</sup> at 2 PM we had a conference call for the Solar Panel Project.

### Dates to Remember

- **Thursday December 13, 2011 @ 7:30 PM Board of Education Meeting Media Center.**

### REPORT OF BUSINESS ADMINISTRATOR/BOARD SECRETARY

Mr. Vizzuso advised some of the Board members on which resolution to recuse themselves from.

### REPORT OF THE BOARD PRESIDENT

On tonight's Agenda, the Board of Education finds it necessary to create 10 new part time hourly positions. The following are the reasons for this action.

- In September of 2005, The Board established the policy that, barring special circumstances that would require the prior written approval of the Superintendent of Schools, no hourly or equivalent employee shall work more than 34 average hours per week as defined by state regulation 17:9-4.6.
- The purpose of this policy is twofold: (1) to comply with State health benefits requirements that the Board establish the policy and (2) control exposure for benefits. When this policy was established, 34 hours was the maximum the Board could allow.
- As such, all hourly employees and Para-Professionals who were not grand-fathered by law were to work only 34 hours per week.
- It has recently come to the Board's attention that several employees, with the Superintendent's knowledge, were working more than the 34 hours per week on a regular basis.
- Such regular additional hours were never contemplated by the Board and are in violation of Board policy and the maximum number of hours on file with the State.
- In order to allow such employees to continue to work in excess of the 34 hour policy, it would be necessary to change the current policy to allow said employees to work up to 39 hours per week. Under the recent changes in State law, the maximum of 34 hours has been changed to allow a new maximum of 39 hours.
- However, in order to accomplish such a change in the policy, the Board would have to have the agreement of the unions who represent the various unionized employees in the district.
- I have asked the Superintendent to reach out to the unions to see if they will agree to allow us to change our policy by allowing us to increase the minimum number of hours from the current 34 hours to 39 hours,
- If the unions agree and sign off on such a change, the Board will consider making such change ASAP.
- However, unless the unions agree, we are bound by the 34 hour limitation.
- As long as we are bound by the 34 hour limitation we will need additional employees.
- If the unions agree to allow us to increase from 34 hours to 39 hours, current employees would be eligible to work up to 39 hours per week, provided such work is recommended by the Superintendent of Schools, is equitably distributed and approved by the Board.

### UNFINISHED BUSINESS

- Mr. Joshi asked about the progress of the new district website. Mr. Scarafie stated that the training has begun.
- Mr. DiBlasio inquired about the parking permits, Mr. Scarafie responding by saying that all overnight parking will be at the Chamberlain Lot as of 1/1/12.

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### COMMITTEE REPORTS

None

### OPEN CITIZENS HEARING

Motion by Deanna Wallace  
Seconded by John Tronlone

BE IT RESOLVED, that the meeting is now open to the Citizens' Hearing of the Regular Public Session at 8:07 p.m.

- Lucia Bazzarelli asked about the EDCP program and could not imagine why the Union would not agree to the 39 hours. She also stated that she would like to see the Art program back.
- Josephine Ciocia asked how is the union involved with the 39 hours, Mr. Turtiz answered her question.
- Jessica Sparkman asked if the paraprofessionals signed off on the waiver.
- Dennis Francis asked if the paraprofessionals are approved by resolutions and other employees also approved by resolutions. What is the role of the Board?
- Roberta Henriquez asked about a program for students to shovel snow and leaf cleanup for seniors.

### CLOSE CITIZENS HEARING

Motion by Jill Ann Pasechnick  
Seconded by Deanna Wallace

BE IT RESOLVED, that the Citizens' Hearing of the Regular Public Meeting is hereby closed at 8:40 p.m.

### RESOLUTION BY BLOCK VOTE (R:166-179)

Motion by Suzanne Ferrante  
Seconded by Anthony DiBlasio

<b>Roll Call:</b>	<b>8 YES 0 NO</b>	<b>RECUSE</b>	Anthony DiBlasio R: 166 PO # 200441
			Anne DeLuca R: 166 PO# 200454
			Deanna Wallace R: 166 PO# 200440
			Deanna Wallace R: 166 PO# 200447
			Jody Pasqua R: 166 PO# 200428
			John Tronlone R: 166 PO# 200472

#### **R:166 11/17/11 APPROVE BILLS LIST**

BE IT RESOLVED, that the properly certified and approved bills in the amount of \$720,275.31 for the month of November 2011, which shall be made part of this resolution, are hereby approved for payment.

#### **R:167 11/17/11 APPROVE PAYROLL – OCTOBER 2011**

BE IT RESOLVED that the Little Ferry Board of Education approves the payroll for the month of October 2011 in the amount of \$794,228.55.

#### **R:168 11/17/11 RATIFY HAND CHECKS**

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

<u>Check Number</u>	<u>Vendor</u>	<u>Amount</u>	
081818	Reserve Acct - BOE	\$250.00	- Postage
081819	Survey Monkey	\$300.00	
501044	LML Supermarket	\$1,452.60	- EDCP
501043	Sam's Club	\$519.20	- EDCP
921101	NJ Division Pensions & Benefits	\$104,077.29	- Health Benefits
921111	NJ Division Pensions & Benefits	\$725.27	- Health Benefits

#### **R:169 11/17/11 APPROVE SUBSTITUTE TEACHERS/NURSE – 2011-2012**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Little Ferry Board of Education hereby approves the following individuals be placed on the Substitute Teacher/Nurse List for the 2011-2012 school year. Rate of pay is \$85.00 per diem for teachers and \$125.00 per diem for Certified School Nurse:

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### Name

### Certification

Hollie Martinez

County Certificate (Pending)

### **R:170      11/17/11      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>
LF Cub Scouts - Pack 105	February 3, 2012	Pinewood Derby	Washington Gym – 6 – 10 PM
Boy's Club Competition	11/14, 11/17, 11/18, 11/21, 11/28, 12/1, 12/2, 12/5, 12/8 & 12/12	Competition Cheering Pract.	Washington Gym – 6 – 8PM
Girl's Softball	11/14, 11/15, 11/16, 11/21, 11/22, 11/29, 12/1, 12/6, 12/7, 12/13 & 12/14	Softball Practice	Memorial Gym - 6:30 – 8:30 PM

### **R:171      11/17/11      APPROVE SUBSTITUTE PARAPROFESSIONALS – 2011-2012**

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 2011-2012 school year – with no benefits:

Donna Carlson	\$10.50 / hr.
Barbara Walsh	\$10.50 / hr.

### **R:172      11/17/11      APPROVE KRISANNE WALKER - ONE-ON-ONE PERSONAL AIDE IN XPSD**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools, the Little Ferry Board of Education hereby approves Krisanne Walker as a One-On-One Personal Aide in the XPSD class, effective November 14, 2011 (Pending Criminal Background Approval Letter) and ending June 30, 2012. Hours are from 8:30 AM to 1:30 PM. Rate of pay will be \$10.50 per hour – with no benefits.

### **R:173      11/17/11      APPROVE FIELD TRIP – 2011 - 2012**

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 2011 – 2012 school year:

Little Ferry Public Library	-	Grade 3 - Ferraro	-	November 4, 2011 – 1 PM
	-	Grade 3 – Quinn	-	November 7, 2011 – 1:30 PM
	-	Grade 3 – Kukula	-	November 9, 2011 – 1PM
	-	Grade 3 – Germer	-	November 18, 2011 – 10:15 AM
	-	Grade 3 – McCotter	-	November 18, 2011 – 1 PM

### **R:174      11/17/11      APPROVE IDEA AMENDMENT APPLICATION 2010-2011**

BE IT RESOLVED THAT the Little Ferry Board of Education approve the IDEA Amendment application for 2010-2011 for the following:

Basic	\$276,186
Preschool	\$10,531
	<u>\$10,096</u> Prior Year Funds
	\$20,627

### **R:175      11/17/11      AUTHORIZE SUBMISSION OF COMPREHENSIVE MAINTENANCE PLAN – 2011 - 2012**

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 various school facilities of the Little Ferry School District are consistent with these requirements, and

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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 Ferry School District hereby authorizes the school business administrator to submit the attached Comprehensive Maintenance Plan for Little Ferry School District in compliance with Department of Education requirements.

**R:176                      11/17/11                      APPROVE 21<sup>st</sup> CENTURY LIFE SKILLS CURRICULUM PRE-K – 8 –  
2012 – 2013 SCHOOL YEAR**

BE IT RESOLVED, that the Board of Education approves the aforementioned curricula for the 2012 – 2013 School Year as directed by the New Jersey Department of Education.

**R:177                      11/17/11                      AWARD TEACHER CONTRACT - MATTHEW CORRADO – SICK  
LEAVE REPLACEMENT**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools the Little Ferry Board of Education hereby awards a Teacher contract to Matthew Corrado as a sick leave replacement for a tenured Fourth Grade teacher,

effective November 1, 2011 through December 2, 2011. Placement on the Teachers' salary Guide will be at BA+15-Step 2, \$50,808.00.

**R:178                      11/17/11                      APPROVE AMBER DORAN – LONG TERM SUBSTITUTION EXTENSION –  
2011 - 2012**

BE IT RESOLVED, that upon the recommendation of the Superintendent of Schools and the approval from the Bergen County Superintendent, Mr. Robert Gilmartin, the Little Ferry Board of Education hereby approves Amber Doran's Long Term Substitution Extension for the 2011 – 2012 School Year. Effective November 2, 2011 to December 5, 2011.

**R: 179                      11/17/11                      NEW HIRES - HOURLY POSITIONS**

BE IT RESOLVED by the Little Ferry Board of Education that based upon the needs of the District and the recommendation of the Superintendent of Schools, ten (10) additional hourly positions are hereby created.

BE IT FURTHER RESOLVED that the holders of these positions shall be assigned by the Superintendent of Schools with the approval of the Board of Education to the breakfast, lunch or EDCP program and any combination thereof at an hourly rate of anywhere between \$10.00 and \$14.00 per hour with the hours of each employee no to exceed 34 hours per week with no benefits.

BE IT FURTHER RESOLVED that the School Business Administrator/Board Secretary is to immediately post and advertise for those positions and upon recommendation of the Superintendent of Schools each appointment is to be approved by the Board of Education.

### **NEW BUSINESS**

None

### **INTO CLOSED EXECUTIVE SESSION**

Motion by                      Anthony DiBlasio  
Seconded by                      Deanna Wallace

BE IT RESOLVED, that the Little Ferry Board of Education enter in Executive Session for Superintendent's Evaluation & Grievance Matter at 8:42 p.m.

### **RETURN TO REGULAR SESSION**

Motion by                      John Tronlone  
Seconded by                      A.J. Joshi

BE IT RESOLVED, that at 9:30 p.m., the Regular Meeting of the Board of Education is recalled.

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### ADJOURNMENT

Motion by Suzanne Ferrante  
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,

A handwritten signature in cursive script, appearing to read "R. Paul Vizzuso".

R. Paul Vizzuso  
Business Administrator/Board Secretary