

LITTLE FERRY BOARD OF EDUCATION, 130 Liberty Street, Little Ferry, NJ 07643

**Official Minutes of
Regular Public Meeting
January 20, 2022**

A G E N D A

I. Flag Salute

II. Sunshine Statement/Call to Order

In accordance with the Open Public Meetings Act, *N.J.S.A. 10:4-6 et seq.*, adequate notification of this meeting has been provided by advertising in the Record and posting notice of this meeting in Borough Hall and the Superintendent's Office. I hereby call to order the Public Meeting of the Little Ferry Board of Education, Thursday, January 20, 2022, at 7:02 pm.

III. Roll Call

Board Member	Present	Absent
Mrs. Brattoli (Michelle)	X	
Mr. Fytros (Nick)		X
Mrs. Gottlieb (Leslie)	X	
Mr. Mele (Frank)	X	
Mrs. Patel (Purna)		X
Mrs. Villasuso (Lourdes)	X	
Mr. Vorisek (Raymond)	X	
Mr. Bonelli (Brian) <i>VP</i>		7:04 PM
Ms. Bradley (Victoria) <i>President</i>	X	

Attendance:

Mr. Frank Scarafile, Superintendent of Schools
 Mr. Alessandro Verace, Assistant Business Administrator/Board Secretary
 Mr. Steven DiGeronimo, Interim Business Administrator

IV. Approval of Minutes

Be It Resolved, that the Little Ferry Board of Education, approves the minutes of the Regular Public meeting held on December 16, 2021.

Motion: Ms. Villasuso	Second: Ms. Brattoli			
Member	Yes	No	Abstain	Absent
Mr. Brattoli (Michelle)	X			
Mr. Fytros (Nick)				X
Mrs. Gottlieb (Leslie)	X		X	
Mr. Mele (Frank)	X			

Regular Public Meeting Minutes – January 20, 2022

Mrs. Patel (Purna)				X
Mrs. Villasuso (Lourdes)	X			
Mr. Vorisek (Ray)	X			
Mr. Bonelli (Brian) VP				7:04 PM
Mrs. Bradley (Vickie) President	X			

Be It Resolved, that the Little Ferry Board of Education, approves the minutes of the Reorganization Public meeting held on January 6, 2022.

Motion: Mr. Vorisek	Second: Ms. Brattoli			
Member	Yes	No	Abstain	Absent
Mr. Brattoli (Michelle)	X			
Mr. Fytros (Nick)				X
Mrs. Gottlieb (Leslie)	X			
Mr. Mele (Frank)	X			
Mrs. Patel (Purna)				X
Mrs. Villasuso (Lourdes)	X			
Mr. Vorisek (Ray)	X			
Mr. Bonelli (Brian) VP	X			
Mrs. Bradley (Vickie) President	X			

V. Superintendent’s Report – Mr. Scarafile to give an update.

I. Personnel

- Covid amongst staff members & students is seemingly rolling back. I believe that shortening the day & not serving lunch has had a positive effect. I am leaning toward continuing this for one more week & coming back full-time on January 24th. The administration was down to two last Thursday & Friday, but will have most of us back by Thursday, January 13th.
- The Front door is becoming a burden during Covid. We have managed the past two years with a P/T position from 8:30 AM to 12:30 PM. This year there is a surge of parents, either picking up kids for the nurse, Dr. Appointments, picking up early, lunch drop offs, etc. I am using our secretaries to fill in but they cannot perform their work with the distraction. I am recommending making that position F/T. I will discuss with the Personnel Committee.

II. Facilities

- Cleanliness is our top priority. We still have an opening in the budget for a P/T custodian.

III. Superintendent Update

- Now that committees are established, I ask that the Committee Chairs notify me about meetings. All Committee meetings will be via zoom at 6:30 PM. If you have an alternate

Regular Public Meeting Minutes – January 20, 2022

time, please let me know; I use 6:30 as a baseline, if it does not work, let me know. I can schedule up to two committee meetings on a given night. After we get established, please indicate topics you may want to discuss at committee meetings or simply ask for an “update.”

- We are coming into Budget season, so a committee meeting will be better suited during the 1st week of February, when we have info that is more concrete.
- Keep in mind that everyone cannot make meetings all of the time. We can try to schedule meetings so everyone is involved, but notes will be taken & read at the next upcoming Board meeting. Essentially, it will be the Committee Chairs responsibility to read the notes publicly. We (Administration) generally will note take for the committee, but you can take notes if you wish.
- It has been a very wild ride managing the abundance of absences with the staff & faculty over the past two weeks. The question you might ask is why didn't I go remote? It crossed my mind, but the students are better off in school, especially K-3. As this wave of Covid subsides, we will be back to normal in short order. My plan is to continue our 1:30 PM schedule from Tuesday to Friday next week. On Monday, January 24th, we plan to resume F/T instruction and begin getting back to normalcy.
- We are postponing Student of the Month for January & will honor both December & January at the February 17th Meeting. I will provide the members a list of who will assist me in presenting the award, as well as an alternate for each meeting.
- I am submitting the mid-year Student Safety Data System Report next week by 1/31/22; the report outlines HIB Trainings in each school & district-wide, incidents, & Results of HIB Investigations.
- Dirt Pile: The dirt pile is a result of the excess topsoil removed from the rear of the Memorial School building for the modular units. The dirt was moved to Washington School in anticipation of the demolition of the building to fill the area. Unfortunately, that has not happened. The dirt is becoming unsightly as there are plants & weeds growing it & it is a nuisance to the neighbors.

VI. Committee Reports

A. Education – Ms. Gottlieb to provide update

- English Language Learner (ELL) 3-Year Plan overview
 - Identification of ELLs

Regular Public Meeting Minutes – January 20, 2022

- Front office staff reviews incoming student records for previous ELL services or different languages spoken at home. Then refers the child to the ELL team for evaluation.
- Language survey will now be provided in home language using NJDOE and ELLevation program
- Language Instruction Education Plan (LIEP)
 - Current-
 - English as Second Language (ESL)-
 - meets at least once a day with an ELL teacher, greater than 10 total ELL students but less than 20 in one language. (We have more than 20 students in a language in some years)
 - New/Additional-
 - Sheltered Instruction-
 - Meets at least once a day with an ELL teacher, provide training to general education teachers in best practices for teaching ELL students using ELLevation program, and create a Parent Advisory Committee (PAC)
- Parent Advisory Committee (PAC)
 - Meets monthly with parents/guardians of ELL students, ELL teachers, administrators, and community leaders to discuss:
 - Support of ELL students, Adult ESL resources, Helping with homework, Technology, Community Resources
- Enrollment and Staffing
 - Enrollment projected to decrease slightly
 - Staffing projected to remain the same
- Curriculum
 - will be revised during the 22-23 school year using NJDOE WIDA standards and ELLevation program to support curriculum and teacher training.

B. Finance - Ms. Brattoli to provide update – *no update*

C. Personnel – Mr. Bonelli to provide update

- Committee will meet to discuss Mr. Scarafile's contract

D. Policy – Mr. Mele to provide update – *no update*

E. School Meals – Mrs. Patel to provide update – *no report*

F. Regionalization – Mrs. Bradley to provide update

- Committee was created to focus on alternate HS options; research possibilities; and research options for Washington School building

VII. Communications

A. Borough Liaison Report – Mr. Vorisek to provide update – *no update*

B. Ridgefield Park Liaison Report – Mr. Fytros to provide update – *no update*

C. NJSBA Delegate Report – Ms. Villasuso to provide update

- Board members signing up for mandated governance classes

VIII. Public Comment (Agenda ONLY)

Jennifer Lange

20 Velock Drive

- Issue with 8th grade not being able to use the gym for the 8th grade ring ceremony
- Will the district be moving forward with the Tricky Tray in March or April?

Regular Public Meeting Minutes – January 20, 2022

Kerry Berean
21 Chapman Drive

- has the COVID protocol been updated?

Marissa Clarino
464A Liberty Street

- will the trip planned for May to Baltimore go ahead as scheduled?
- Create a protocol plan based on other districts?
- Who submits vaccination cards to the school?

IX. Business Agenda – Resolution Items

Resolutions:

A. Finance

- F1 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the certification of funds, pursuant to N.J.A.C. 6A:23-2.11, that sufficient funds are available to meet the district’s financial obligations of the 2021/2022 school year; and

Be It Further Resolved that the Board of Education approves the payroll and the payment of bills and claims (*Attachment #F1*), as follows:

Bills and Claims, 12/17/21–1/20/22 (#F1)	\$1,271,348.11
Payroll 12/23/21	\$476,037.09
Payroll 1/14/22	\$466,824.68
Total	\$2,214,209.88

- F2 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following financial reports (*Unaudited*): **December 1, 2021 – December 31, 2021** - A148 Board Secretary’s Report and A149 Treasurer’s Report for 2021/22 school year.
- F3 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the Budget Transfers for December 2021 (#F2).
- F4 WHEREAS**, The Board of Education desires to remove the dirt pile in the Washington School parking lot

WHEREAS, The Board of Education was not certain of the potential cost of this work, three quotations from State certified vendors able to perform the desired work was solicited,

WHEREAS, the three vendors responded in the following manner;

B&G Restoration, Inc. \$126,766

Northeastern Interior Services, LLC \$112,840

Regular Public Meeting Minutes – January 20, 2022

Acme Waterproofing, Inc. \$43,500

WHEREAS, given the fact that there is such a wide spread between the low and high proposal, it may seem to be an irregular situation, both the District Auditor and Attorney were asked to respond on this matter,

WHEREAS, both professionals did respond and found no reason to reject any response,

THEREFORE, Be It Resolved to award a contract to Acme Waterproofing, Inc to remove the dirt pile at Washington School, in an amount not to exceed \$43,500.

B. District Operations

DO1 Be It Resolved, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves a donation from the Dongsan Alliance Church in the amount of \$1,000.

Be It Further Resolved, these monies shall be considered Restricted Revenue for anticipated appropriations out of expenditure line 11-000-270-420-OM-000 and increase revenue line 10-1990-000.

Be It Further Resolved, these monies are unbudgeted and shall increase the total General Fund appropriation amounts for the 2021/22 school year

DO2 Be It Resolved, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the reimbursement from the Borough of Little Ferry for the L.E.A.D materials in the amount of \$131.84. These funds shall be deposited into revenue line 10-1990-000.

DO3 Be It Resolved, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following tuition contract, for the 2021/22 school year:

1. Holmstead School, Tuition Contract for SID#6012486953 - (HH), – November 29, 2021 thru June 30, 2022 School Year – Not to Exceed \$41,856 – AL # 11-000-100-566-00-000.
2. Moonachie Public School Tuition Contract for SID#8456636322 - GL, - January 1, 2022 thru June 30, 2022 School Year – Not to Exceed \$15,445.00. – AL # 11-000-100-561-00-000.
3. South Bergen Jointure Commission Tuition Contract for SID#6152758782 - JF – January 18, 2022 thru June 30, 2022 School Year – Not to Exceed \$38,473 (prorated) - AL # 11-000-100-562-00-000.

DO4 Be It Resolved, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the submission of the 3 year English Language Learner (ELL) District Operation Plan.

Regular Public Meeting Minutes – January 20, 2022

- DO5 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following new professional development vendor, Rutgers University.
- DO6 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following professional development vendor, Rutgers University for the 2021-2022 school year not to exceed in the amount of \$120.00 Account Line # 11-000-221-890-CI-000
- DO7 Be It Resolved**, that the Little Ferry Board of Education approves the following standing Committee assignments and Liaison positions for the 2022 calendar year:

EDUCATION (CURRICULUM, INSTRUCTION/SPECIAL ED./TECHNOLOGY)

Leslie Gottlieb, Chairperson
Frank Mele
Purna Patel

FINANCE/FACILITIES (FINANCE/BLDS. & GRDS/SECURITY/FOOD SERVICES)

Michelle Brattoli, Chairperson
Nicholas Fytros
Brian Bonelli

PERSONNEL (PERSONNEL/NEGOTIATIONS)

Brian Bonelli, Chairperson
Raymond Vorisek
Maria deLourdes Villasuso

POLICY (POLICY/LEGISLATIVE/QSAC)

Frank Mele, Chairperson
Leslie Gottlieb
Michelle Brattoli

NJSBA

Maria deLourdes Villasuso, Delegate
Victoria Bradley, Alternate

BOROUGH OF LITTLE FERRY

Raymond Vorisek, Liaison

R.P. Jr./Sr. HIGH SCHOOL

Nicholas Fytros, Liaison

SCHOOL MENU – AD HOC (BREAKFAST & LUNCH SUPPLIER/WATER)

Purna Patel, Chairperson
Donna Doran, LFBOE employee

REGIONALIZATION – AD HOC (FEASIBILITY STUDY, WASHINGTON BUILDING)

Victoria Bradley, Chairperson
Brian Bonelli
Michelle Brattoli

Regular Public Meeting Minutes – January 20, 2022

DO8 Be It Resolved, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approve the submission to the County Superintendent The Annual Statement of Assurance for the Use of Paraprofessional Staff for the 2021-2022 school year.

C. Personnel

P1 Be It Resolved, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following teacher for the 21-22 school year commencing on January 3, 2022 through June 30, 2022, BA+15, Step 2, \$54,836.00 – prorated. Funding through Account Line # 11-213-100-101-00-000.

Jillian Calocino

P2 Be It Resolved, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following maternity leave teacher for the 21-22 school year commencing on January 3, 2022 through June 30, 2022, BA + 15, Step 1, \$54,436.00 – prorated with no benefits. Funding through Account Line # 11-130-100-101-02-000

Adrienne Bertelli

P3 Be It Resolved, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following certificated separation; with the last day of employment in the district being Friday, February 4, 2022.

Gloria Kim, CST Psychologist

P4 Be It Resolved, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following certificated school psychologist for the 21-22 school year, commencing on or about February 7, 2022 through June 30, 2022, MA + 30 Step 4, \$63,639 + 10% as per LFEA agreement, with benefits. Funding through Account Line # 11-000-219-104-SE-000

Ariel Stanziale, CST Psychologist

P5 Be It Resolved, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, the following teachers to teach in the Little Ferry After School Learning Academy for the second trimester commencing on or about Monday, January 24 2022 through on or about April 1, 2022 at \$50 per hour. Funding through ESSER II Grant: Account Code line # 20-483-100-100-00-000

Shawna Lieb

Romina Croce

Ruth Donato

Augustina Munoz

Lauren Slade

Michele McCotter/Weckstrom

Jennifer Lanteri

Marisa Kosoy

Christy Lazarow

Sarah Stenz

Jacleen Rizzi

Jessica Leone

Emily Anderson

Rosanna Quattrocchi

Regular Public Meeting Minutes – January 20, 2022

Keri Lagomarsino	Gina Gravina
Erin Gross	Kristen Occhino
Kerry Bager	
Ismael Aponte (sub)	Elaine Kronyak (sub)

- P6** **Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, the following student teachers from Seton Hall University to perform Clinical Field Experience with the following teachers/grade levels commencing Monday, January 24, 2022 through Friday May 6, 2022 at no cost to the district.

Jennifer Strack/Rosa Mania	Maite Arocena
Emily Nicholson	Maya Dobrygowski
Katherine Atwell	Natalie Rodriguez
Cioca/Lantieri	Saida Dejanin

- P7** **Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, the following student teachers through William Paterson University perform Clinical Field Experience with the following teachers/grade levels commencing Monday, January 24, 2022 through Friday May 6, 2022 at no cost to the district.

Michele Malki	Kyle Crispina
Nicole Parenti	Victor Fernandes

- P8** **Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Mentor for Newly Hired Teachers. Fees will be deducted from the mentees payroll check

Melinda DeBell, mentor for Adrienne Bertelli, mentor fee of \$1,000

D. Facilities

E. Curriculum

- C1** **Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Professional Development:
1. James Dunn – NJSPA – attend a webinar to prepare for the new enrichment program for the 2022-2023 school year; January 19, 2022 – 3:30 pm – 4:30 pm. Cost to district is \$40.00
 2. James Dunn – Answer, Rutgers University – attend a webinar to prepare for the new health standards; January 25, 26 & 27, 2022 – 3:30 pm – 5:00 pm. Cost to district is \$40.00
 3. Kristen Trabona – Answer, Rutgers University – attend a webinar to prepare for new health standards; January 27, 2022 – 3:30 pm – 5:00 pm. Cost to district is \$15.00
 4. Louis Albanese attendance fat NJSBGA 24th Annual Conference Expo, March

Regular Public Meeting Minutes – January 20, 2022

20-23, 2022, at Harrah’s Resort Atlantic City, registration \$300.00 (3 days); Lodging reimbursement at per diem method for Meals and Incidental Expenses (M&I) at \$66.00 per full conference day; travel reimbursement at \$0.35 per mile plus tolls:

F. Policy

None

Block Vote: F1-F4; DO1-DO9; P1-P8; FA None; C1; P, None				
Motion: Ms. Villasuso	Second: Mr. Vorisek			
Member	Yes	No	Abstain	Absent
Mrs. Brattoli (Michelle)	X			
Mr. Fytros (Nick)				X
Mrs. Gottlieb (Leslie)	X		F1	
Mr. Mele (Frank)	X			
Mrs. Patel (Purna)				X
Mrs. Villasuso (Lourdes)	X			
Mr. Vorisek (Ray)	X			
Mr. Bonelli (Brian) <i>Vice President</i>	X			
Mrs. Bradley (Vickie) <i>President</i>	X			

X. Public Comment (Non-Agenda Items) – *no public comments*

XI. Unfinished Business - *none*

XII. New Business – *none*

Motion to suspended public meeting at 8:18 pm

Motion: Mr. Mele 2nd: Ms. Gottlieb

Roll Call: Mr. Bonelli Yes Ms. Bradley Yes Ms. Brattoli Yes Mr. Fytros Yes
Ms. Gottlieb Yes Mr. Mele Yes Ms. Patel Yes Ms. Villasuso Absent Mr. Vorisek Absent

XIII. Executive Session – HIB Updates

Be It Resolved, that the Little Ferry Board of Education determines it is necessary to meet in Executive Session on Thursday, January 20, 2022, at 8:21 pm to discuss matters of personnel and negotiations

Be It Further Resolved, that these matters will be made public when confidentiality no longer exists.

Regular Public Meeting Minutes – January 20, 2022

Motion to close Executive Session meeting at 8:55 pm

Motion: Mr. Mele 2nd: Mrs. Gottlieb

Roll Call: Mr. Bonelli Yes Ms. Bradley Yes Ms. Brattoli Yes Mr. Fytros Yes
Ms. Gottlieb Yes Mr. Mele Yes Ms. Patel Yes Ms. Villasuso Absent Mr. Vorisek Absent

Motion to reopen public meeting at 8:57 pm

Motion: Mr. Vorisek 2nd: Ms. Brattoli

Roll Call: Mr. Bonelli Yes Ms. Bradley Yes Ms. Brattoli Yes Mr. Fytros Absent
Ms. Gottlieb Yes Mr. Mele Yes Ms. Patel Absent Ms. Villasuso Yes Mr. Vorisek Yes

XIV. Adjournment

<i>Motion: Mrs. Brattoli</i>	<i>Second: Ms. Gottlieb</i>			
<i>Member</i>	<i>Yes</i>	<i>No</i>	<i>Abstain</i>	<i>Absent</i>
Mr. Brattoli (Michelle)	X			
Mr. Fytros (Nick)				X
Mrs. Gottlieb (Leslie)	X			
Mr. Mele (Frank)	X			
Mrs. Patel (Purna)				X
Mrs. Villasuso (Lourdes)	X			
Mr. Vorisek (Ray)	X			
Mr. Bonelli (Brian) <i>Vice President</i>	X			
Mrs. Bradley (Vickie) <i>President</i>	X			

Time: 8:59 pm