

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

**Official Minutes of the  
Regular Public Meeting  
April 28, 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, April 28, 2022, at 7:05 pm.

**III. Roll Call**

<b>Board Member</b>	<b>Present</b>	<b>Absent</b>
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) <b>Vice President</b>	X	
Mrs. Bradley (Victoria) <b>President</b>	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 March 24 and the Special Regular Public Meeting on April 7, 2022.

<b>Motion: Mrs. Brattoli</b>	<b>Second: Mr. Vorisek</b>			
<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
Mrs. Brattoli (Michelle)	X			
Mr. Fytros (Nick)				X
Mrs. Gottlieb (Leslie)	X			
Mr. Mele (Frank)	X			

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Mrs. Patel (Purna)	X			
Mrs. Villasuso (Lourdes)	X			
Mr. Vorisek (Raymond)	X			
Mr. Bonelli (Brian) <b><i>Vice President</i></b>	X			
Mrs. Bradley (Victoria) <b><i>President</i></b>	X			

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

I. Personnel

- Need to address the BA contract, which is due to the County Office in May for approval prior to July 1. We will ask our Personnel Committee Chair to have a meeting in the next few weeks.
- Some non-tenured employees will not be offered a contract next year. Those employees will be receiving a notice that they will be discussed during the April 28<sup>th</sup> meeting.
- We have attended 2 job fairs and have been interviewing prospective teachers for hire in September

II. Facilities

- The tile floors have been completed in 2 Primary classrooms over the Spring Break.
- Science Lab was upgraded over the Spring Break; water lines, traps and gas lines were all completed
- The Fire Panel in Memorial School will go out to bid sometime this month.

III. Superintendent Update

- The New Health & Physical Education Curricula is quite controversial. I asked Mr. Dunn to reach out to Rutgers University to get someone who has intimate knowledge of the curriculum to address the Board members in a private session. Then, at the June Board, meeting it will be presented to the public.
- A synopsis of the updated policies for the next meeting has been attached.
- Recommending an amendment to the minutes from March 24<sup>th</sup> meeting. The Borough has requested to extend Summer Rec through August 19<sup>th</sup>. We initially approved until August 12<sup>th</sup>. There is no adverse effects to the operation of the schools to extend.

IV. Dates to Remember

- Special Board of Education Meeting, TBD
- Board of Education Meeting, Thursday, April 28<sup>th</sup>, 7 PM Memorial Gym
- Board of Education Meeting, Thursday, May 19<sup>th</sup>, 7 PM Memorial Gym

**March Students of the Month**

- Grade 5 – Aidan Berean**
- Grade 6 – Sa’adatu Bah**
- Grade 7 – Siena Sanguesa**
- Grade 8 - Anjali Patel**

**April Students of the Month**

- Grade 5 –Hillary Ramirez Rodriguez**
- Grade 6 – Yoandy Venereo**
- Grade 7 – Sarina Sculli**

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### Grade 8 – Giulia Bosco

#### VI. Committee Reports

##### A. Education – Ms. Gottlieb to provide update

- Over the past month Little Ferry staff has been participating in curriculum writing with South Bergen Jointure Commission and partner districts on new Health, Social Studies, Music and Visual Performing Arts standards to prepare for the 2022 school year. In addition, planning for developmentally appropriate ways to meet new and existing NJDOE mandates, including AAPI, DEI, Amistad, and Holocaust at each grade level are underway.
- New Jersey Student Learning Assessments (NJSLA) begin the week of 4/25 and go through 5/31. Students in grades 3-8 will be assessed in ELA and Math. Grades 5 and 8 will be assessed in Science. The detailed schedule has been posted on the Little Ferry website at the end of March.

##### B. Finance - Ms. Brattoli to provide update

- Steve and Alex presented the 2022-23 school budget
- There is a 2% tax increase
- The district lost \$630K in State aid but were able to fund all of the teaching positions and keep up their aggressive maintenance plan which were all in the budget of the budget
- There are a lot of projects that were done over the past few months:
- The water stations
- New floors in Rooms 206 & 208
- Science lab upgrades new gas lines, an emergency gas shut-off valve, new water and drain lines have been installed
- The fire Alarm system is getting ready to go out to bid
- Future projects include
  1. Refurbishing uninvents in the middle school
  2. Refinishing the gym floor
  3. Potential window project in the middle school (pending grant approval)
  4. Painting of select hallways & classrooms
  5. Possible replacement of select skylights

##### C. Personnel – Mr. Bonelli to provide update

- Discussions about Superintendent's contract

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

##### E. School Meals – Mrs. Patel to provide update

- Menu has improved with the addition of food items

##### F. Regionalization – Mrs. Bradley to provide update – *no report*

#### VII. Communications

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

##### B. Ridgefield Park Liaison Report – Mr. Fytros to provide update

- Preliminary budget
- Final exams will not be administered

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C. NJSBA Delegate Report – Ms. Villasuso to provide update – *no report*

VIII. Public Comment (Agenda ONLY) - *none*

IX. Budget Hearing

- Budget Discussion
- Public Comment on the Budget – *no public comment*

**DO56 WHEREAS**, on March 24, 2022, the Little Ferry Board of Education approved a preliminary budget to be submitted to the Executive County Superintendent of Schools for approval; and

**WHEREAS**, the preliminary budget was approved by the Executive County Superintendent of Schools on April 12, 2022; and

**WHEREAS**, the preliminary budget was advertised in the Bergen Record on April 25, 2022; and

**WHEREAS**, the budget was presented to the public during a public hearing on April 28, 2022; and

**WHEREAS**, the total amount of the 2022-23 budget shall be:

Current General Expense (Fund 11)	\$25,659,754
Capital Outlay (Fund 12)	\$1,112,302
Transfer to Charter Schools (Fund 10)	\$50,757
TOTAL GENERAL FUND	\$26,822,813
Special Revenue (Fund 20)	\$2,915,921
TOTAL EXPENDITURES/APPROPRIATIONS	\$29,738,734

**NOW THEREFORE, BE IT RESOLVED THAT** the Board of Education hereby adopts the 2022-2023 School District Budget; and

**BE IT FURTHER RESOLVED THAT** there should be raised for the General Fund \$21,190,861 for the ensuing 2022-2023 school year; and

**BE IT FURTHER RESOLVED**, Included in budget line 620, Budgeted Withdrawal from Capital Reserve-Excess Costs & Other Capital Projects is \$221,000 for other capital projects to replace classroom univents, exterior doors and new parking lot. The total costs of these projects represent expenditures for renovation elements or projects that are in addition to the facilities efficiency standards determined by the Commissioner as necessary to achieve the CCCS.

**BE IT FURTHER RESOLVED**, that the 2022/23 school year budget includes a withdrawal

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from the Maintenance Reserve in the amount of **\$300,000** for maintenance expenditures.

**BE IT FURTHER RESOLVED**, that the 2022/23 school year budget includes a withdrawal from the Tuition Reserve in the amount of **\$275,000** for tuition adjustments from prior years.

<b>2022-2023 Budget Adoption</b>				
<b>Motion: Mrs. Villasuso</b>	<b>Second: Mrs. Gottlieb</b>			
<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
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) <b>Vice President</b>	X			
Mrs. Bradley (Victoria) <b>President</b>	X			

**X. Business Agenda – Resolution Items**

**Resolutions:**

**A. Finance**

**F15 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, 3/25/22–4/28/22 (#F1)	\$1,735,980.29
Payroll 3/30/22	\$478,671.77
Payroll 4/14/22	\$479,302.82
Payroll 4/29/22	\$470,629.64
<b>Total</b>	<b>\$3,164,584.52</b>

**F16 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following financial reports (*Unaudited*):

**March 1, 2022 – March 31, 2022** - A148 Board Secretary’s Report and A149 Treasurer’s Report for 2021/22 school year.

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**F17 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the Budget Transfers for March 2022 (#F2).

**B. District Operations**

**DO57 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following new vendor, SiteImprove, Inc. 5600 West 83<sup>rd</sup> Street, Suite 400, Bloomington, MN 55437.

**DO58 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following vendor for analyzing and assisting the District in making the website ADA compliant based on the new bill passed in the NJ Assembly, No. 4856 for the 2022-2023 school year.  
Account Line 11-190-100-340- TE-000

**DO59 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following new vendor, Puresan Holdings, LLC, 500 Main Street, Suite 11, Wyckoff, NJ 07481 formerly Northeast Janitorial Supplies.

**DO60 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Contracted Services Agreement with the South Bergen Jointure Commission for a 1:1 Aide for JF - SID#6152758782 from January 18, 2022 thru June 30, 2022 - \$22,750 – prorated.  
Account Line# 11-000-219-320-SE-000.

**DO61 Be It Resolved** that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following new vendor, My Robin Inc., 666 Greenwich Street, Apt. 1022, New York, NY 10014

**DO62 Be It Resolved** that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following vendor, My Robin Inc. for the 2022-2023 school year not to exceed in the amount of \$3,000.00 –  
Account Line# 11-000-223-500-CI-000

**DO63 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following Parent Transportation Contract, for the 2021/2022 school year. Account Line# 11-000-270-515-00-000.

1. PTA #2 - JF - for the period of March 14, 2022 thru April 14, 2022 – 23 Days – \$25.00 per day for a total of \$575.

**DO64 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the Comprehensive Equity Plan Statement of Assurance for 2022 – 2023 school year.

**DO65 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves Acari & Iovino. Architects for the following special projects:

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1. Fire Alarm System
2. Univent refurbishment for the Middle School
3. Window Replacement in the Middle School.

**Be it Further Resolved**, that the following rates for their services are as listed below:

Principal Architect	\$160 per hr.
Project Architect	\$135 per hr.
Project Manager	\$125 per hr..
Sr. Technical Staff	\$100 per hr.
Draftsperson	\$ 85 per hr.

**DO66 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, amend resolution DO44 from the March 24, 2022 Regular Public Meeting be awarded to TTI under State Contract NASPO-21-TELE-01517 for upgrading data network - switches and cabling, not to exceed the amount of \$46,000 This contract was procured through a competitive bidding process through E-Rate Consulting, Inc. and is part of the USAC E-Rate Program.

Account Line # 12-000-252-730-TE-000

- Cabling - \$4,875
- Switches - \$40,697.64
- Total - \$45,427.64

**DO67 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, amend resolution DO45 from the March 24, 2022 Regular Public Meeting and award a contract to TTI through a National Cooperative Contract to upgrade the access control and building security systems in the amount of \$150,080.33 This contract was procured through district membership in the PEPPM Cooperative System and is under PEPPM contract #528897-026. The award to TTI is authorized after a cost savings analysis review, on file in the District.

Account Line # 12-000-252-730-TE-000

**DO68 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, accepts a donation of children's books for the school library by the LFPTA in an approximate amount of \$500.00.

**C. Personnel**

**P28 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, accepts and approves the following application for retirement, effective June 30, 2022.

Theresa Barry

The Board acknowledges Mrs. Barry's 31 years of service & wishes her good luck in her retirement.



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**P29 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, accepts and approves the separation of the following certificated staff member, effective June 30, 2022

Kristen Trabona

**P30 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools Employee #39270160 will take a medical leave & will be paid using 3 Personal Days and 13 sick days, effective March 24, 2022 through April 25, 2022

**P31 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools Employee #61886917 will be taking an unpaid medical leave commencing April 14, 2022 through May 31, 2022. The employee will make EBCs for the time out on medical leave.

**P31 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools that the following chaperones are approved for the 8th Grade trip to Baltimore, MD, on Friday, April 29, 2022 at no additional compensation

Ismael Aponte	Erin Gross	Rebecca Jost	Angela Provenzano	
Jacleen Rizzi	Susan Son	Sarah Stenz	Gina Warth	Robert Porfido

**P32 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the hiring of the following individual to the position of Speech and Language Therapist, commencing retro actively on or about April 19, 2022 through June 30, 2022, MA Step 6, prorated salary of \$67,288.

Tiffany Rodriguez

**P33 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the hiring of the following individual to the position of Paraprofessional, commencing retroactively on or about April 4, 2022 through June 30, 2022, Step 4, prorated salary of \$16,068.

Jenny Lynn Scarabaggio

**P34 WHEREAS**, the Little Ferry District Board of Education (Board of Education) and Frank Scarafile are parties to an employment contract for the period of July 1, 2017 through July 1, 2022; and,

**WHEREAS**, the Board of Education has determined to renew its employment contract with Mr. Scarafile as Superintendent; and,

**WHEREAS**, the Board of Education submitted the employment contract to the Bergen County Executive County Superintendent for review and approval; and,

**WHEREAS**, the Board of Education provided adequate notice to the public of the April 28, 2022 Public Hearing regarding Contract of Employment required by the provisions of



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N.J.S.A. 18:11-11; and,

**NOW, THEREFORE BE IT RESOLVED**, by the Little Ferry Board of Education as follows:

1. The Contract of Employment with Frank Scarafile dated April 28, 2022, as Attached by reference, shall be Renewed, effective July 1, 2022, for a period of Three years, through June 30, 2025.
2. A copy of this Resolution shall be submitted to the Bergen County Executive County Superintendent.
3. The Board President and Board Secretary are authorized to execute the Contract of Employment on behalf of the Board and to take all further steps to implement same.

**D. Facilities**

**FA3 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following use of facilities:

- Little Ferry Police Dept. “Active Shooter” Training Memorial School Monday April 25-28th 4:30 PM to 8 PM Memorial Cafeteria & adjacent hallway
- PTA: Muffins with Mom Friday May 6, 2022 7 AM-8 AM Memorial Gym
- PTA: Spring Fling Elementary School Dance: Friday May 6, 2022 6 PM-8PM
- PTA: Spring Fling Middle School Dance Friday, May 6, 2022 8PM-10PM
- 8th Grade Project Graduation Tricky Tray Friday, May 13, 2022 7PM-11 PM
- Amend Resolution from March 24, 2022 **FA2** Little Ferry Borough Summer Recreation Program end date revised from 8/12/2022 to 8/19/2022 as per Borough request

**E. Curriculum**

**C4 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, approves the following **Professional Development**:

1. Angela Provenzano-Baskwell – Health Curriculum Writing- SBJC – March 21 & 28, 2022 – 8:15 am – 3:20 pm. No cost to the district.
2. James Dunn – New Jersey Center for Civics Education- Ramapo University- Gather ideas and plans for the new 6 – 8 civics curriculum mandated by NJDOE- May 26, 2022 – 9 am – 3 pm. No cost to the district, just mileage.
3. Melinda DeBell – Art Curriculum Writing – SBJC – March 31, 2022 – 8:15 am – 3 pm. No cost to the district.
4. Angela Provenzano-Baskwell – 2022 Virtual Snap Conference – Review what schools need to do when marijuana is found on school property – March 30, 2022 – 12:30 pm. 2022 Snap Conference – Current trends of drugs among youth in Bergen County – April 6, 2022 – 1 pm. No cost to the district.
5. Matthew Perrapato & James Dunn – Montclair State University Job Fair- Find high quality candidates to fill anticipated vacancies – April 7, 2022 – 8 – 3 pm. No cost to the district, just mileage.

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**C5 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools approves the following field trips:

<b>Field Trip</b>	Baltimore, MD
<b>Date</b>	April 29, 2022, 6:00 am to 10:30 pm
<b>Grade</b>	8th
<b>Participants</b>	81 students, 8 teachers, 1 Administrator

<b>Field Trip</b>	Eighth Graders Shadowing RPHS Students - RPHS
<b>Date</b>	May, April & June
<b>Grade</b>	8th
<b>Participants</b>	Total 98 students – 10 – 12 per day

<b>Field Trip</b>	RPHS Baseball Game
<b>Date</b>	May 3, 2022
<b>Grade</b>	8th
<b>Participants</b>	30 students, 2 staff members

**F Policy**

**PO3 Be It Resolved**, that the Little Ferry Board of Education, upon the recommendation of the Superintendent of Schools, offers the following Policy changes for 1st Reading:

- P 1648.14 Safety Plan for Healthcare Settings in School Buildings – COVID-19 (M) (Abolished)**
- P 1648.15 Recordkeeping for Healthcare Settings in School Buildings –COVID-19 (M) (New)**
- P 2415.04 Title I – District – Wide Parent and Family Engagement (M) (Revised)**
- P 2415.50 Title I – School Parent and Family Engagement (M) (New)**
- P 2416.01 Postnatal Accommodations for Students (New)**
- P 2417 Student Intervention and Referral Services (M) (Revised)**
- P 3161 Examination for Cause (Revised)**
- P 4161 Examination for Cause (Revised)**
- P 5512 Harassment, Intimidation, and Bullying (M) (Revised)**
- P & R 7410 Maintenance and Repair (M) (Revised)**

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- R 7410.01 Facilities Maintenance, Repair Scheduling, and Accounting (M) (Revised)
- P 8420 Emergency and Crisis Situations (M) (Revised)
- P & R 9320 Cooperation with Law Enforcement Agencies (M) (Revised)

**B.** Special Education/Receiving Schools NJDOE Monitoring Policy and Regulation Guide Updates

The Policy Guide and corresponding Regulation Guides listed below are mandated for Approved Private Schools for Students with Disabilities, Educational Services Commissions, Jointure Commissions, Regional Day Schools, and County Special Services School Districts.]

- P 2461 Special Education/Receiving Schools (M) (Revised)
- R 2461.06 Special Education/Receiving Schools – Appropriately Certified and Licensed Staff (M) (Revised)
- R 2461.09 Special Education/Receiving Schools – Statewide and District-Wide Assessment Programs (M) (Revised)
- R 2461.10 Special Education/Receiving Schools – Full Educational Opportunity (M) (Revised)
- R 2461.12 Special Education/Receiving Schools – Length of School Day and Academic Year (M) (Revised)
- R 2461.14 Special Education/Receiving Schools – Amending Policies, Procedures, the Services Provided, or the Location of Facilities (M) (Revised)
- R 2461.15 Special Education/Receiving Schools – Operation of an Extended Academic Year Program (M) (Revised)
- R 2461.19 Special Education/Receiving Schools – Behavior Modification Program (M) (Revised)

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<b>Block Vote: F15-F17; DO57-DO68; P28-P34, FA3, C4-C5, PO3</b>				
<b>Motion: Mrs. Brattoli</b>		<b>Second: Mrs. Patel</b>		
<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
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) <b>Vice President</b>	X			
Mrs. Bradley (Victoria) <b>President</b>	X			

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

**XII. Unfinished Business** - *none*

**XIII. New Business**

**XIV. Executive Session**

**Be It Resolved**, that the Little Ferry Board of Education determines it is necessary to meet in Executive Session on Thursday, April 28, 2022, at \_\_\_\_\_ pm to discuss matters of personnel, negotiations, and litigation; and

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

Motion to adjourn: \_\_\_\_\_ Time: \_\_\_\_\_

**XV. Adjournment**

<b>Motion: Mrs. Patel</b>		<b>Second: Mrs. Brattoli</b>		
<b>Member</b>	<b>Yes</b>	<b>No</b>	<b>Abstain</b>	<b>Absent</b>
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) <b>Vice President</b>	X			
Mrs. Bradley (Victoria) <b>President</b>	X			

Time: 7:47 pm

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Respectfully submitted,



Alessandro Verace  
Assistant Business Administrator/Board Secretary

Approved May 19, 2022