



PASSAIC VALLEY REGIONAL HIGH SCHOOL

**Regular Meeting of the Board of Education
Tuesday, April 29, 2025**

Agenda

Order of Business

Roll Call of Members

Pledge of Allegiance

Reading of Announcement

Public Notice

In accordance with the provisions of the Open Public Meetings Act, the Board of Education of the Passaic Valley Regional High School District issued notice of this meeting on January 12, 2025, by having the date, time and location of the meeting posted on the bulletin board of Passaic Valley Regional High School and sent to The North Jersey Herald News and The Record. Notice was also filed with the Township Clerk of Little Falls, the Borough Clerk of Totowa, and the Business Administrator of Woodland Park and sent to those persons requesting that such notice be mailed to them.

President's Report

Acknowledgment of Correspondence To The Board Of Education

Approval of Minutes of Previous Meeting

The minutes of the March 18, 2025 Regular meeting and the minutes and Executive Session of the April 3, 2025 meeting will be presented for review and approval.

Report of the Superintendent

Public Hearing on Budget

Student Representatives Report

Call For Members of the Public To Be Heard

Regular Order of Business

Committee Reports

Attorney's Report

Passaic County School Boards Association – Report of Delegate

New Jersey School Boards Association – Report of Delegate

Old Business

New Business

Call For Members of The Public To Be Heard

Executive Session

Adjournment

Education Committee

1. **Approval / March 2025 Suspensions**

The Superintendent reports and requests approval of suspensions for March. **Att E-1**

2. **Approval / March 2025 Student Attendance**

The Superintendent recommends approval of the March 2025 student attendance.

Possible number of days school has been open	20
Possible number of days attendance	21,486
Days absent	1,378.50
Percent of attendance	94.00%
Average daily Enrollment	1,075

3. **Approval / Field Trip**

The Superintendent recommends approval of the following field trip(s):

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose	Cost to BOE / Student
1	Art Honors Painting; Honors Portfolio	Jennifer Chelel Carolyn Ingraham	Viewing Artwork	5/2/25 @ 8:30am-12:45pm Arts Council of Princeton 102 Witherspoon St Princeton, NJ	Expose Honors Students to professional and contemporary artwork, as well as connect classroom concepts with real world applications.	19 Students @ \$0/student 1 - PV Bus 2 - Subs
2	SAC	Kelly Morris	Passaic County Teen Summit	5/30/25 @ 8:30am - 1:00pm William Paterson University 300 Pompton Road Wayne, NJ	Promote substance abuse prevention while raising awareness of mental health issues.	8 Students @ \$0/student 1 - PV Bus 1 - Sub
3	Business	Lisa Ackershoek Christine Coppola	Trip to L'oreal Headquarters	5/16/25 @ 8:15am - 12:30pm L'oreal Headquarters 81 New England Ave Piscataway, NJ	Opportunity for our students to step into the world of corporate leadership and connect with inspiring professionals. The experience will encourage goal setting and show the students workplace expectations.	22 Students @ \$0/student 1 - PV Bus 2 - Subs
4	Top Chef Finalists Culinary Arts	Zuzana Geleta	Restaurant Observation	5/29/25 @ 9:15am - 1:00pm The Brick Hoboken 1122 Washington St Hoboken, NJ	To observe how restaurants operate, practice manners & etiquette to foster greater appreciation for diverse foods and culinary professions	12 Students @ \$0/student 1 - PV Bus 1 - Sub

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4. **Approval / Home Instruction**

The Superintendent recommends the approval of home instruction for the following student(s):

	ID	Date On	Probable Duration	Instructor or Program
1	938461	3/13/25	60 days	New Hope
2	938430	3/26/25	30 days	Educere
3	938360	3/25/25	6-8 Weeks	Learnwell
4	20899	4/3/25	4-8 Weeks	New Chapter
5	938461	4/8/25	8 Weeks	Aspire
6	938554	4/7/25	Through June 30th	Center for Children Behavioral Health
7	2002332	4/15/25	Through end of SY	TBD

5. **Approval / Professional Day Request**

The Superintendent recommends approval of following professional day request(s):

	Department	Teacher	Event	Date/Time/Location	Purpose	Cost
1	WBL Coordinator	Lindita Kurtishi	Work-based Learning/Safe Schools Training	5/13/25 @ 11am-3:15pm Bergen County Special Services Paramus	Q/A, Networking, Safe Schools training for WBL Coordinators.	Fees/Registration \$59.00 1 - Sub Blocks 1, 2 & 3 (AM only)
2	Science	Rebecca Morales	AP Environmental Science Teacher Alliance	6/30 - 7/3/25 @ 8am - 4pm daily Purchase College School of Natural & Social Sciences 735 Anderson Hill Rd Purchase, NY	4-day course teaches strategies, lab experiments & structure of AP Environmental Science. AP Exam will be reviewed. Discuss & share teaching methods	Fees/Registration \$699 covered by district Mileage \$165.80* Tolls \$54.60* (total for 4 days*) To be reimbursed.
3	Business	Lisa Ackershoek	Accounting Educators Workshop	4/4/25 @ 8:30am - 2:15pm NJCPA Learning Center 105 Eisenhower Parkway Roseland, NJ	AI and innovation in Accounting, networking and industry updates. Gain insights to better prepare students for evolving professions.	Fees/Registration \$0 1 - Sub
4	Business	Christine Coppola	Accounting Educators Workshop	4/4/25 @ 8:30am - 2:15pm NJCPA Learning Center 105 Eisenhower Parkway Roseland, NJ	AI and innovation in Accounting, networking and industry updates. Gain insights to better prepare students for evolving professions.	Fees/Registration \$0 1 - Sub

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5	English	Jamie Picarelli	Virtual One-day Seminar	5/7/25 @ 9am - 3:00pm Virtual	Making best use of AI Tools to strengthen ELA instruction	Fees/Registration \$295 1 - Sub
6	Administration	Krista Voorhis Kelly O'Brien	Educators Exchange Career Fair	4/10/25 1 - day Montclair State University Montclair, NJ	Posting/Recruiting of potential teaching candidates	\$200 registration fee waived as per MSUNER agreement
7	SAC	Kelly Morris Slayton	Passaic County SAC Meeting	5/5/25 @ 8:00am - 11:00am William Paterson University, UC Room 168A	Networking, Program Information & Presentations	Fees/Registration \$0 No Sub

6. Report of HIB

The Superintendent reports and requests approval of the following HIB investigation(s):

	Incident #	Location	Determination
1	2425-09	Cafeteria	No HIB
2	2425-10	Phone / Social Media	No HIB
3	2425-11	Classroom / Cafeteria	No HIB

7. Approval / Appointment - Teacher of Science

The Superintendent recommends the approval of Michael Axiotes, Teacher of Science, tenure-track full-time position. Salary in the amount of \$68,040.00, Step 3, Class 2. Start date September 1, 2025, pending receipt of criminal history, sexual misconduct forms and presentation of appropriate certifications.

8. Approval / Appointment - Paraprofessional/Bus Aide

The Superintendent recommends the approval of Laura Pierotti for a part time ABA/PVRHS Paraprofessional position/Bus Aide, for the 24-25 school year, at \$23.00 per hour, not to exceed 29.5 hours per week, pending paperwork and background check.

9. Approval / Termination - Paraprofessional/Bus Aide

The Superintendent recommends the termination of paraprofessional employee #5103, effective 3/11/2025.

10. Approval / Appointment - Substitute Bus Aide

The Superintendent recommends the approval of Tala Issa for a part time Substitute Bus Aide for the 24-25 school year prorated as of April 1, 2025, at \$25 per hour as needed.

11. Approval / Rescind Appointment - ABA Paraprofessional and Bus Aide

The Superintendent recommends rescinding the appointment of Alexandra Domaleski as part time ABA Paraprofessional and Bus Aide.

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12. **Approval / Appointment - Substitute Teacher**

The Superintendent recommends the approval of Austin West, substitute teacher at the per diem substitute rate for the 2024-2025 school year. Start date pending receipt of issued substitute certificate and negative TB test results.

13. **Approval / In School Event**

The Superintendent recommends the approval of Mark Rodriguez, current General Sales Manager of Schumacher Chevrolet Little Falls, as a guest speaker in the "Structured Learning Experience" course for the 2024-2025 school year.

14. **Approval / Revise 2024-2025 Academic Calendar**

The Superintendent recommends approval of the revised 2024-2025 academic calendar (inclement weather/emergency closing days returned). **Att E-2**

Finance Committee

1. **Approval of Monthly Bill List – April 2025**

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides Board of Education to make payments on claims for goods received and services rendered payable to the order of the person entitled to receive the amount after approval by the board; or in accordance with payrolls duly certified; or debt service or when provide by resolution approval by a person designated by the board, and
WHEREAS, the following bill lists are drawn from the Authorization checking account and is being presented to the board with the recommendation that it be paid (**Attachment F-1**):

<u>Date</u>	<u>Check Numbers</u>	<u>Total Amount</u>
04/30/25	Pending	\$1,568,739.12

WHEREAS, each claim or demand has been fully itemized, verified and audited as required by law in accordance with, N.J.S.A. 18A:19-2.
NOW THEREFORE BE IT RESOLVED, that the Passaic Valley Regional High School Board of Education approves the above bill list from the Authorization checking account, and
BE IT FURTHER RESOLVED, that the Passaic Valley Regional High School Board of Education authorizes the School Business Administrator to pay bills between board meetings if it is determined that a need arises prior to the next board meeting in accordance with Policy 6470 – Payment of Claims.

2. **Acceptance of the Board Secretary's Report, Cash Reconciler's Cash Report and the Board Secretary's Certification of Funds for the Month of February 2025**

WHEREAS, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the Passaic Valley Regional High School Board of Education to certify that no budgetary line item account has been over-expended and that the sufficient funds are available to meet the District's financial obligation; and
WHEREAS, N.J.A.C. 6A:23A-16.10 further requires the Passaic Valley Regional High School Board of Education receive and accept the monthly financial statements, the Board Secretary's Report and the Cash Reconciler's Cash report; and
WHEREAS, attached (**Attachment F-2**) are the Board Secretary's Report and the Cash Reconciler's Cash report for the month ending February 28, 2025 revised with 2023/2024 journal entries for the Board to accept;
NOW THEREFORE BE IT RESOLVED, the Passaic Valley Regional High School Board of Education acknowledges receipt of and accepts the Board Secretary's Report and the Cash Reconciler's Cash report for the month ending February 28, 2025; and
BE IT FURTHER RESOLVED, that the Board Secretary and the Board of Education certifies that no budgetary line item account has been over-expended and that there are sufficient funds available to meet the District's financial obligation.

3. **Approval of Line-Item Budget Transfers – February 2025**

The Superintendent, in consultation with the School Business Administrator, recommends the Board approve the following line item transfers to include administrative cost budget transfers for the month of February 2025 as presented. (**Attachment F-3**)

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4. **Acceptance of Financial Status Report – February 2025**

The Superintendent, in consultation with the School Business Administrator, recommends the Board accept the Financial Status Report for the month of February 2025, as presented. **(Attachment F-4)**

5. **Acceptance of Revenue Report – February 2025**

The Superintendent, in consultation with the School Business Administrator, recommends the Board accept the Revenue Report for the month of February 2025, as presented. **(Attachment F-5)**

6. **Acceptance of the Board Secretary's Report, Cash Reconciler's Cash Report and the Board Secretary's Certification of Funds for the Month of March 2025**

WHEREAS, N.J.A.C. 6A:23A-16.10 requires the Board Secretary and the Passaic Valley Regional High School Board of Education to certify that no budgetary line item account has been over-expended and that the sufficient funds are available to meet the District's financial obligation; and

WHEREAS, N.J.A.C. 6A:23A-16.10 further requires the Passaic Valley Regional High School Board of Education receive and accept the monthly financial statements, the Board Secretary's Report and the Cash Reconciler's Cash report; and

WHEREAS, attached **(Attachment F-6)** are the Board Secretary's Report and the Cash Reconciler's Cash report for the month ending March 30, 2025 for the Board to accept;

NOW THEREFORE BE IT RESOLVED, the Passaic Valley Regional High School Board of Education acknowledges receipt of and accepts the Board Secretary's Report and the Cash Reconciler's Cash report for the month ending March 30, 2025; and

BE IT FURTHER RESOLVED, that the Board Secretary and the Board of Education certifies that no budgetary line item account has been over-expended and that there are sufficient funds available to meet the District's financial obligation.

7. **Approval of Line-Item Budget Transfers – March 2025**

The Superintendent, in consultation with the School Business Administrator, recommends the Board approve the following line item transfers to include administrative cost budget transfers for the month of March 2025 as presented. **(Attachment F-7)**

8. **Acceptance of Financial Status Report – March 2025**

The Superintendent, in consultation with the School Business Administrator, recommends the Board accept the Financial Status Report for the month of March 2025, as presented. **(Attachment F-8)**

9. **Acceptance of Revenue Report – March 2025**

The Superintendent, in consultation with the School Business Administrator, recommends the Board accept the Revenue Report for the month of March 2025, as presented. **(Attachment F-9)**

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10. Approval of Payment of Cafeteria Invoices

The Superintendent, in consultation with the School Business Administrator, recommends the Board approve payment of the following cafeteria invoices:

Vendor	Description	Check #	Amount
Pomptonian	Invoice # 671031425	1480	\$19,338.93
Pomptonian	Invoice # 671032125	1481	\$ 2,632.81
Pomptonian	Invoice # 671032825	1482	\$20,613.41
Pomptonian	Invoice # 671040425	1483	\$10,085.21
Pomptonian	Invoice # 671041125	1484	\$21,458.25
Economy Paper	Conveyor Toaster	1485	\$ 845.53

11. Adoption of the 2025-2026 School Budget

The Superintendent, in consultation with the School Business Administrator recommends the Board adopt the 2025-2026 School Budget as presented.

WHEREAS, the Passaic Valley Regional High School Board of Education adopted a tentative budget on March 18, 2025 and submitted it to the Executive County Superintendent of Schools for approval, and

WHEREAS, the tentative budget was approved by the Executive County Superintendent of Schools on April 16, 2025, and

WHEREAS, the tentative budget was advertised in the North Jersey Herald News & The Record on April 22, 2025, and

WHEREAS, the final budget was presented to the public during a hearing held in the Passaic Valley Regional High School Library, Little Falls, NJ, on Tuesday, April 29, 2025.

WHEREAS, the Board of Education has now determined to make modifications to the tentative budget as follows:

Budget Line	Description	Tentative Budget	Final Budget	Change	Explanation
76320	Capital Reserve Transfer To Capital Projects	\$457,000.00	\$1,357,000.00	\$ 900,000.00	Bathroom Renovation Project
TOTAL		\$457,000.00	\$1,357,000.00	\$900,000.00	

NOW, THEREFORE, BE IT RESOLVED that in consideration of the above the Passaic Valley Regional High School Board of Education hereby adopts the following final budget for School Year 2025-2026:

	General Fund	Special Revenues	Debt Service	Total
2025-2026 Total Expenditures	\$38,703,444	\$616,507	\$0	\$39,319,951
Less Anticipated Revenues	\$8,618,160	\$616,507	\$0	\$9,234,667
Taxes to be Raised	\$30,085,284	\$0	\$0	\$30,085,284

12. **Approval / Maximum Travel & Expense Reimbursement**

The Superintendent, in consultation with the School Business Administrator, recommends the following approval for travel and expense reimbursement.

WHEREAS the Passaic Valley Regional High School District Policy # 6471 and NJAC 6A:23B-1.2 (b) provided that the Board of Education shall establish in the annual school budget a maximum expenditure amount that may be allotted for such travel and expense reimbursement for the 2024-2025 school year.

WHEREAS the Passaic Valley Regional High School District appropriated \$26,500.00 for travel during the 2024-2025 school year and has spent \$5,644.98 as of February 28, 2025.

NOW, THEREFORE BE IT RESOLVED that the Passaic Valley Regional High School Board of Education hereby established the school district travel maximum for the 2025-2026 school year at the sum of \$28,500.00; and

BE IT FURTHER RESOLVED that the school business administrator shall track and record these costs to ensure that the maximum amount is not exceeded.

13. **Approval / Legal Costs**

The Superintendent, in consultation with the School Business Administrator, recommends the Board approve and acknowledge the school district exceeds 130% of the statewide average for legal costs. The school district will implement internal controls for the reduction of costs or to provide evidence that such procedures would not result in a reduction of costs.

14. **Approval / Capital Reserve Withdrawal for the 2025-2026 Budget**

The Superintendent, in consultation with the School Business Administrator, recommends the following approval for Capital Reserve withdrawal for the 2025-2026 budget.

BE IT RESOLVED that the Passaic Valley Regional High School Board of Education

Included in budget line 620, Budgeted Withdrawal from Capital Reserve – Excess Costs

Projects are \$1,357,000.00 for other capital projects, including Bathroom Renovations \$900,000.00 weight room renovations (\$280,000.00), Bell System (\$78,000.00), Floor Install (\$38,000.00), Auditorium Renovations (\$20,000.00), Gymnasium Safety Matting (\$16,000.00), Fencing Installation (\$15,000.00) and Gymnasium lighting (\$10,000.00)

The Total cost of these projects is approximately \$1,357,000.00 which represents expenditures for construction elements or projects that are in addition to the facility's efficiency standards determined by the Commissioner as necessary to achieve the core curriculum content standards.

15. **Approval / Adjustment for Enrollment**

The Superintendent, in consultation with the School Business Administrator, recommends the following approval for an adjustment for enrollment for the 2025-2026 budget.

BE IT RESOLVED that the Passaic Valley Regional High School Board of Education Board of Education includes in the final budget the adjustment for enrollment in the amount of \$500,000.00. The district intends to utilize this adjustment for supplies and materials necessary for the additional students.

16. **Approval of Donation**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the approval of the donation of \$1,500.00 from Hansen & Ryan Inc. These monies will be used for expenses with the PV/BCSS ABA program.

Operations Committee

1. **Approval / Emergency Repairs Revised**

The Superintendent, in consultation with the Business Administrator and Supervisor of Buildings and Grounds, recommends the Board approve the following revised emergency repair transferred from the Capital Reserve account originally approved on March 18, 2025

SportsCare ESCNJ #22/23-37 – Install structural netting system in the approximate amount of \$79,044.00 Additional cost of engineer services is approximately \$3,250.00.

Correspondence has been sent to the Passaic County Superintendent of Schools for acknowledgement of emergency repairs.

2. **Appointment / Operational Staff**

The Superintendent, in consultation with the Business Administrator and the Supervisor of Buildings and Grounds, recommends the Board appoint Vince Giangrasso as a Night Custodial Operations Staff member for the 2024-2025 school year. Vince will begin work on or about May 1, 2025, at a prorated salary of Step-1 \$43,361.00 of the contractual Operational Staff salary guide and will remain on the Step-1 salary for the 2025-2026 school year. Employment is contingent on a successful criminal history review, receipt of Sexual Misconduct forms and Physical/TB test.

3. **Approval / Long Range Facilities Plan (LRFP) Major Amendment**

The Superintendent, in consultation with the Business Administrator and Supervisor of Buildings and Grounds, recommends the Board approve the authorization to submit to the New Jersey Department of Education a Long Range Facility Plan Major Amendment for the Passaic Valley Regional High School.

4. **Approval / Department of Education Project Application**

The Superintendent, in consultation with the Business Administrator and Supervisor of Building and Grounds, recommends the Board approve the authorization to submit the required documentation, schematic plans and NJDOE project application forms for the Weight Room renovation project at Passaic Valley Regional High School to the New Jersey Department of Education for project completeness review and project approval. Be it further resolved that the District will not be seeking state funding for the project and will be considered as an "Other Capital Project." This project is pending budget approval.

5. **Approval / Use of Facilities**

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The Superintendent in consultation with the School Business Administrator recommends the following use of facilities requests: all outside organizations (not school related) must file proof of insurance with Passaic Valley Regional High School before the commencement of their designated event, including any preparation before, if necessary.

	Group	Date	Facilities/ Area Request	Other
1	Little Falls Police Department	7/22-7/23/25 7am-4pm	Hallways, Stairwells, Classrooms, Parking Lot and (1) Large Area (Gym, Library, Auditorium, or Cafeteria)	Active Shooter Response Course. To create the most realistic training, requesting permission to utilize training simunitions and blanks throughout the day.
2	Memorial Middle School West Paterson	6/16/2025 3:30 - set up 6:00pm - 9:00pm	Gris Gym	Rain Date for their 8th Grade Graduation
3	Girls Lacrosse Parents Association	5/18/25 10am - 1pm	Parking Lot/Garage	Car Wash Fundraiser. 25-30 Players/Parents. Admission will be charged. Supervision by Parents Association

6. Approval of Northern Region Educational Services Commission for Transportation

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends approval to enter into an agreement with the Northern Region Educational Services Commission for the 2024-2025 school year as follows.

Route	School(s)	Contractor	No. of Students	Estimated Cost Per Route (incl surcharge)	Date
Q3741	Passaic Valley HS/ABA Program	Ace School Bus	1	\$22,392.00 + 1,343.52	3/3/25 - 6/20/25

Athletics and Students Activities Committee

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1. Approval / Use of Facilities

The Superintendent in consultation with the School Business Administrator recommends the following use of facilities requests: all outside organizations (not school related) must file proof of insurance with Passaic Valley Regional High School before the commencement of their designated event, including any preparation before, if necessary.

	Group	Date	Facilities/ Area Request	Other
1	PV Op Grad 2025	5/3/25 9am- 2pm	Back parking lot area	Fundraiser Clothing Drive 10-15 attendees
2	AP Biology	4/22 - 4/23/25 9am-12pm	Room 222	AP Biology Review 6 attendees

2. Approval / Fundraiser(s)

The Superintendent recommends approval of the following fundraiser(s):

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose
1	Class of 2028	Lynn Lions Raquel Trejo	Can Shake	5/5/25 @ Shoprite	Raise funds for Class of 2028
2	Art Club	Melanie Vasa	Sell 2" buttons promoting the visual arts at the Annual Art Show	5/21-5/22/25 - Farrell Gym	Raise funds for the Art Club, art supplies, activities & field trips
3	National Art Honor Society	Carolyn Ingraham	Henna Hand Painting at Art Show	5/21-5/22/25 - Farrell Gym Lunch Block	Raise funds for NAHS activities & inductions
4	PVRHS Dance Program	Maria McMahon	PV Dance: Gear/Candy/Refresh ments Sale	5/14/25 - 7:00pm Auditorium	Proceeds to benefit the PVRHS Dance Program

3. Approval / Rescind & Appointment - Lighting Designer

The Superintendent recommends, in consultation with the School Business Administrator, to rescind the appointment of Nik Marmo as the Lighting Designer for Spring and appoint Randy Mugleston. Pay rate: \$1,500.00. Pending fingerprint approval.

Next Meeting

Regular Meeting:
Tuesday, May 13, 2025, 7:00 PM
Adra Suchorsky Library
Passaic Valley High School
100 East Main Street
Little Falls, New Jersey 07424