

**Passaic Valley Regional High School
District #1**

AGENDA

**Regular Meeting of the Board of Education
Thursday, November 3, 2022**

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 #1 issued notice of this meeting on January 8, 2022, by having the date, time and location of the meeting posted on the bulletin board of Passaic Valley 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. 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. On October 23, 2022 a revised board meeting notice was advertised in the 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 October 11, 2022 Regular and Executive session will be presented for review and approval.

Report of The Superintendent

- [NJSLA/NJGPA Assessment Presentation](#)

Student Representatives Report

Call For Members of The Public To Be Heard

Regular Order of Business

Committee Reports

Attorney's Report

Passaic County School Board's Association – Report of Delegate

New Jersey School Board's Association – Report of Delegate

Old Business

New Business

Call For Members of The Public To Be Heard

Executive Session

Adjournment

Education Committee

1. Approval/ Fundraisers

The Superintendent recommends approval of following fundraisers:

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose
1	Multicultural Club	Colon	Candy Sale	In School - delivery on Halloween	Raise funds for club
2	PV Math Honor Society	E. Thornton / Sileo	Dine & Donate	Jan 18, 2023 Chipotle, Wayne NJ	Raise funds for induction ceremony
3	PV Math Honor Society	E. Thornton / Sileo	Dine & Donate	Nov 15, 2022 Chipotle, Wayne NJ	Raise funds for induction ceremony
4	Yearbook	Joseph	Candy & Fudge Sale	Nov - Dec 2022 OnLine	Raise funds to offset cost of yearbook production & end of year breakfast
5	Yearbook	Joseph	Ad Sales	Nov-May Online	Raise funds to offset cost of yearbook production & settle balance from previous years
6	Class of 2026	Goethe	Apparel Sale	Nov 1-15, 2022 Online	Raise funds for class of 2026
7	Class of 2023	S. Iobst, Feo	Pampered Chef	Nov 1-30, 2022 Online	Raise funds for class of 2023
8	NAHS	Ingraham	Annual Card Sale	Holiday Play, Parent Teacher Conference (11/17/22) In School	Raise funds for NAHS induction ceremony

2. Approval/ Field Trips

The Superintendent recommends approval of following field trips:

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose
1	Fall & Spring Shows	Vanderstreet & Shue	Bucks County Student Theater Festival	April 25, 2023 7am-9pm New Hope, PA	Theater competition + workshops. Approx 30 students 4 staff Cost to BOE: 3 Substitutes
2	Italian IV/AP Adaptive	Napolitano	Pinot Palette	Nov 30, 2022 9:30am-1:30pm 351 Bloomfield Ave Montclair, NJ	Support curriculum unit on Italian art

3. Approval/ Professional Day Request

The Superintendent recommends approval of following professional day request:

	Department	Teacher	Event	Date/Time/Location	Purpose
1	Media Specialist/ Librarian	Leidig	NJ ASL Conference	Dec 4-6, 2022 Atlantic City NJ	Yearly conference to attend professional development, exhibitors, vendors and meet with state peers. Cost :\$487.54

Education Committee

4. Report of HIB

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

Incident #	Location	Consequences	Intervention	Other Action	Determination
2223-03	School Classroom	None	Meetings with Mr. Settembre & Ms. Cruz	None	Not HIB
2224-04	Locker Room	Saturday detention, suspension from sport	Meetings with Mr. Settembre & Ms. Shue	None	HIB

5. Approval / 2022-2023 Out of District Placement

The Superintendent recommends the Board of Education approve the following out of district placement(s):

	Student ID	Location	Cost
1	937643	Lakeview Learning Center 18 Van Duyne Ave Wayne, NJ	\$85,853.80

6. Approval / Retroactive Extended School Year 2022-2023

The Superintendent recommends the Board of Education retroactively approve the following extended school year placement(s):

	Student ID	Location	Cost
1	32121	South Bergen Jointure Commission 123 Union Street Lodi, NJ	\$4,050.00

7. Approval / 2022-2023 Clinical Fieldwork Experience

The Superintendent recommends approval of the following clinical placements:

- Maksym Bukachevsky, William Paterson University. 1 day/week 1/23/23 - 5/8/23. Supervising: M. Salvatore
- Paulo Madeira, University of Phoenix. 100 hours observation. Start date TBD pending receipt of required documents. Supervising: S. Sileo, H. Goethe, M. Gordon, L.Feo.

8. Approval / Victoria Hunt, BCSS Part Time Bus Aide Retroactive

The Superintendent recommends the Board of Education approve Victoria Hunt, BCSS Aide as a part time bus aide. Up to 29 hours per week, no benefits, rate \$25.00/hour. Retroactive to October 18, 2022.

Education Committee

9. Approval / Leona Toole Part Time ABA Paraprofessional, Bus Aide 2022-2023

The Superintendent recommends the Board of Education approve Leona Toole for the position of part time ABA Paraprofessional and bus aide. Up to 29 hours per week, no benefits, rate \$18.00/hour. Start date pending receipt of criminal history and all additional paperwork.

10. Approval / Curriculum Readoption 22-23 School Year

Adoption of Curricula: BE IT RESOLVED, in compliance with N.J.S.A. 18A:33-1 and 18A:35 that the Board of Education of the Passaic Valley Regional High School District #1 confirms the adoption of the existing curricula in the District's schools for the 2022-2023 school year and that no course of study shall be altered except by the recorded roll call majority. All course curricula housed on the [Atlas](#) platform and available for public review.

11. Approval / District Novice Teacher Mentoring Plan 2022-2024

The Superintendent recommends the Board of Education approve the [District Novice Teacher Mentoring Plan 2022-2024](#) .

12. Approval / Employee #4721 FMLA Intermittent Leave

The Superintendent recommends the Board of Education approve the FMLA intermittent leave request for employee #4721 beginning October 17, 2022. Up to 12 weeks.

13. Approval / 4454 Medical Leave

The Superintendent recommends the Board of Education approve the following leave for employee #4454

Dates	Coverage	Amount of Time
12/12 - 23/2022	Paid Sick Leave	10 days
1/3 -20/2023		13 days
1/23/2023 - 3/31/2023	Federal Medical Leave Act	12 weeks
	NJ Family Leave Act	

14. Approval / ABA Academic /Instructional Aide Job Description

The Superintendent recommends approval of the new job description *ABA Academic /Instructional Aide (Paraprofessional)*. Att E-1

15. Approval / 2022-2023 HoHoKus School of Trades and Technical Services Shared Time High School Program Revised

The Superintendent recommends the Board of Education approve the below change (previously approved July 19, 2022).

- **From** ID 2003121 (RF)
- **To** ID 2001321 (RF)

Education Committee

- 16. Approval / Yvonne Migliaccio, Per Diem Substitute**
The Superintendent recommends approval of Ms. Yvonne Migliaccio as a per diem substitute at the rate of \$115.00 per diem retroactive to October 24, 2022.
- 17. Approval / Chris Agnes, Resignation**
The Superintendent recommends approval of the resignation of Chris Agnes, ABA Paraprofessional. Last day of employment October 12, 2022.
- 18. Approval / Salvatore Sileo, Pro Rated Zero Period**
The Superintendent recommends approval of a one day a week Calculus Honors zero period for Mr. Salvatore Sileo. Rate PVEA contractual zero period 1/5th prorated, retroactive to September 29, 2022.
- 19. Approval / 2022-2023 School Year Tuition Contract PCTVS**
The Superintendent, in consultation with the Business Administrator, presented for approval the 2022-2023 School Year Special Education Tuition Contract for Passaic County Technical Vocational Schools: \$56,487.00 (3 students).
- 20. Approval / School Safety and Security Plan Annual Review SOA 2022-2023**
The Superintendent recommends approval of the 2022-2023 School Safety and Security Plan SOA.
- 21. Approval / QSAC District Performance Review 2022-2023**
The Superintendent recommends approval of the District Performance Review for submission to the NJDOE 2022-2023 Att E-2.

Finance Committee

1. Approval of Monthly Bill List

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 provided 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:

Date	Check Numbers	Total Amount
11/4/22	Pending	\$1,922,267.84

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 approved the above bill list from the Authorization checking account, and

BE IT FURTHER RESOLVED that the Passaic Valley Regional High School Board of Education authorized 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. Att F-1

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 September

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, the Board Secretary’s Report and the Cash Reconciler’s Cash report for the month ending September 30, 2022, for the Board to accept; NOW THEREFORE BE IT RESOLVED, the Passaic Valley Regional High School Board of Education acknowledges receipt of and accepted the Board Secretary’s Report and the Cash Reconciler’s Cash report for the month ending September 30, 2022; and BE IT FURTHER RESOLVED, that the Board Secretary and the Board of Education certified that no budgetary line item account has been over-expended and that there are sufficient funds available to meet the district’s financial obligation. Att F-2

3. Approval of Line-Item Budget Transfers – September 2022

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the following line-item transfers to include administrative cost budget transfers for the month of September 2022 as presented. Att F-3

Finance Committee

4. Acceptance of Financial Status Report – September 2022

The Superintendent, in consultation with the School Business Administrator/Board Secretary recommends the Board accept the Financial Status Report for the month of September 2022, as presented. Att F-4

5. Acceptance of Revenue Report – September 2022

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Revenue Report for the month of September 2022, as presented. Att F-5

6. Approval of Payment of Cafeteria Invoices

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

Vendor	Description	Check #	Amount
Pomptonian	Inv#671101422	1290	\$33,585.99
Pomptonian	Inv#671102122	1291	\$7,298.39
Jay-Hill Repairs	Refrigeration Repairs	1292	\$350.00

7. Approval of Retirement Plan Administrative Services Agreement

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the following Resolution

The Passaic Valley Regional High School District maintains both a 403(b) and a 457(b) program under which participating employees may voluntarily enter into a salary reduction agreement, directing such amounts to be deposited by the Passaic Valley Regional High School into an approved group of 403(b)(7) or 457(b) custodial accounts and 403(b)(1) or 457(b) annuity contracts, for the purpose of providing retirement income for such employees. The Board has reviewed the option to engage the services of a third-party provider to maintain the compliance of both Retirement Plans with state and federal regulations. Following an analysis of the services and associated fees, the Board has determined it is in the interest of the District and its employees to appoint a qualified third-party to administer the program.

THEREFORE, to ensure required compliance with regulations and to ensure the best use of District resources, the Board approves the use of a Third-party provider and it is:

RESOLVED, that the Board hereby accepts the Service Proposal presented by PenServ Plan Services, Inc. to assume the duties of Third-Party Administrator for the District; and

RESOLVED, that PenServ Plan Services, Inc., in an effort to minimize to ongoing cost of the program, is hereby authorized to negotiate new Information-sharing Agreements with active investment providers for the Plan. Such Agreements shall be approved by an authorized Official of Passaic Valley Regional High School District and shall provide full disclosure of any fees paid to PenServ Plan Services, Inc. for their services in connection with this Plan.

8. Approval of Transfer – Ameriflex

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the transfer of \$11,761.89 from Flexible Savings Account to the current account for the reconciliation of the districts Ameriflex account.

Operations Committee

1. Approval Use of Facilities

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

- **Passaic Valley Jr Hornets Wrestling**

Sunday November 6, 2022 - (9am - 11am) - Open House style question/answer period to help promote registrations. 9-11 am in the PVHS Wrestling Gym. PVHS Director of Athletics will be the point of contact for all set up and access.

- **Passaic Valley Jr Hornets Girls Volleyball**

Sunday practices for Girls Volleyball tri-boro teams 14U and 12U age groups. The practices will be on Sunday mornings from 9am - 12pm. All practices will be scheduled through the PVHS Director of Athletics to avoid any conflict with PVHS functions. The practice season will run from November 6, 2022 to March 26th. The program will not be allowed to practice when the building is closed due to weather or holidays.

2. Approval Use of Bus and Bus Driver

The Superintendent recommends the approval of use of one(1) 24-passenger bus and a driver from 1PM until the event concludes on Saturday, November 26, 2022 to be used as shuttle to transport parade participants ONLY from Woodland Park to Totowa. Insurance to be provided to PVHS.

3. Approval / Leonard Cusumano, Retirement

The Superintendent recommends the Board of Education accept and approve the retirement of Mr. Leonard Cusumano, Custodian. Last day of employment December 31, 2022.

4. Approval / M-1 and Comprehensive Facilities Maintenance Plan

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the M-1/Detailed Expenditures and Comprehensive Facilities Maintenance Plan as per the state monitoring guidelines. Att O-1

5. Approval / Health & Safety Evaluation of School Buildings Checklist

The Superintendent, in consultation with the Supervisor of Buildings & Grounds, recommended approval of the Annual Health & Safety Evaluation of School Buildings Checklist for the 2022-2023 school year. Att O-2

6. Approval to Dispose of Textbooks

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the disposal of the following outdated Textbooks. Att O-3

Operations Committee

7. Approval /Dennis Schlosser Part-time Armed School Security Officer

The Superintendent recommends the Board of Education approve Dennis Schlosser for the position of part-time *armed* School Security Officers. Compensation \$30.00/hour, no benefits. Start date pending receipt of paperwork, criminal history review and sexual disclosure forms and continues for the duration of their approved employment at Passaic Valley Regional High School.

8. Approval of Energy Auction / Transparent Energy

WHEREAS, the NJ Department of Community Affairs, Division of Local Government Services, permits public schools to purchase energy supplies through online bidding/reverse auction programs approved by the Division. WHEREAS, Premiere Energy Auctions D/B/A Transparent Energy is an approved program.

WHEREAS, an online reverse auction conducted by Transparent Energy will be held on October 31, 2022 to provide electricity supply for a two year term for the properties owned and operated by the Passaic Valley High School Board of Education.

THEREFORE, BE IT RESOLVED, the Passaic Valley High School Board of Education awards contract to the lowest responsible bidder, with All-In Fixed pricing not to exceed \$0.11029/kWh for Electric Supply. The contracted term for electricity will be for a length of 24 Months.

Athletics and Activities

1. **Approval / Kyle Kuren Track & Field (Winter & Spring) Volunteer Coach**
The Superintendent recommends approval of Kyle Kuren Volunteer Track & Field (Winter & Spring) 2022-2023 Coach. Pending all paperwork and background checks.

2. **Approval To Sell or Dispose**
The Superintendent recommends approval to sell (on NJ Gov Deals with PVHS Director of Building and Grounds, Mr. Mario Gaita) or dispose (2) Resilite Wrestling Mats (42x42).

3. **Approval / Michael O'Brien Assistant Girls' Basketball Coach 2022-2023**
The Superintendent recommends approval of Michael O'Brien as the Assistant Girls' Basketball Coach 2022-2023 Season. Rate Schedule D - Category 2 - Level 4 - Salary = \$5,858

Policy Committee

1. Approval / Policy Adoption

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends approval and adoption of the following policies: Att P-1

- P 5512 Harassment, Intimidation or Bullying