



# **PASSAIC VALLEY REGIONAL HIGH SCHOOL**

**Regular Meeting of the Board of Education  
Tuesday, February 25, 2025**

**Minutes**

**Order of Business**

**The Board of Education of the Passaic Valley Regional High School in the County of  
Passaic, New Jersey**

**Minutes of the Regular Meeting of the Board of Education  
Tuesday February 25, 2025**

The minutes for the regular meeting of the Passaic Valley Regional High School District in the County of Passaic on Tuesday, February 25, 2025, held in the Adra Suchorsky Library at the Passaic Valley High School located at East Main Street, Little Falls, New Jersey, 07424.

**I. CALL TO ORDER BY MR. D'AMBROSIO, BOARD PRESIDENT.**

Roll Call:

Ms. Brigati – Absent  
Mr. Casasnovas – Yes  
Dr. Cathcart – Yes  
Mr. D'Ambrosio – Yes

Mr. Damiano - Yes  
Mr. D'Angelo – Absent  
Mr. DeLuca - Yes  
Mr. DeMarco – Yes  
Dr. Varcadipane -Yes

**Also Present:**

Dr. Bracken Healy, Superintendent of Schools  
Colin Monahan, Business Administrator/Board Secretary  
Raymond Reddin, Esq., Board Attorney

**II. Pledge of Allegiance**

**III. 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.

**IV. President's Report**

None.

**V. Acknowledgment of Correspondence To The Board Of Education**

None.

**VI. Approval of Minutes of Previous Meeting**

Mr. DeMarco asked for a motion to approve the minutes of the January 28, 2025 Regular and Executive meetings; seconded by Mr. Casasnovas.

Roll Call:

Ms. Brigati – Absent  
Mr. Casasnovas – Yes  
Dr. Cathcart – Yes  
Mr. D'Ambrosio – Yes

Mr. Damiano - Yes  
Mr. D'Angelo – Absent  
Mr. DeLuca - Yes  
Mr. DeMarco – Yes  
Dr. Varcadipane -Yes

**VII. Report of the Superintendent**

SSDS Report Period 1 (September 1 - December 31, 2024)

Dr. Healy reviewed the report with the Board.

Dr. Healy stated there were 20 incidents from September to December. He went on to say this number is low and below average.

Dr. Healy stated there were zero confirmed HIB's, this is the lowest in 4 years.

Dr. Healy went on to say discipline incidents were down, Saturday school detention is working and students are making much better decisions.

Dr. Healy's reported on the 911 Inform System and said all 3 towns (Little Falls, Totowa and Woodland Park) are up and running. The first practice drill was an evacuation drill. All 3 towns were able to respond.

Dr. Healy thanked the Board for allowing us to move ahead with this project.

Dr. Healy mentioned that Girl Show is this Friday. Everyone is very excited.

**VIII. Student Representatives Report**

None.

**IX. Call For Members of the Public To Be Heard**

None.

**X. Education Committee**

1. **Approval / January 2025 Suspensions**  
The Superintendent reports and requests approval of suspensions for January. Att E-1
2. **Approval / January 2025 Student Attendance**  
The Superintendent recommended approval of the January 2025 student attendance.

Possible number of days school has been open	21
Possible number of days attendance	22,702
Days absent	1,158
Percent of attendance	95.30%
Average daily Enrollment	1082

3. **Approval / September 1 - December 31, 2024, Report Period 1, Student Safety Data Report**  
The Superintendent recommended approval of the September 1 - December 31, 2024, Report Period 1, Student Safety Data Report.
4. **Approval / Fundraiser(s)**  
The Superintendent recommended approval of the following fundraiser(s):

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose
1	Italian Club	R. Napolitano	Selling Italian Club Shirts	1/27/25-2/10/25 8:00-2:30pm items sold throughout the school/cafe	Raise funds for the Event of the Year Club Dinner

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5. **Approval / Field Trip(s)**

The Superintendent recommended approval of the following field trips

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose	Cost to BOE / Student
1	Business Class	Lisa Ackershoek Christine Coppola Angelo DeSalvo	"Sports Business Day"	3/20/25 @ 8:15am - 12:00pm <b>Metlife Stadium</b> , Rt 3, East Rutherford, NJ	Opportunity to see the business operations side of the organization by sharing background stories as well as day-to-day functions	50 students @ \$55/student 1 - PV Bus 3 - Subs
2	Drama Club	Shue, Deluccia, Surace, McMahon	Spring Musical - "Alice in Wonderland Jr"	4/2/25 @ 9:30am - 1pm <b>Washington Park School</b> , Crews Street, Totowa & <b>Sette Pizza</b> , Union Blvd, Totowa	Support our middle school theater program, build relationships, and encourage 8th graders to come to PV	40 Students @ \$0/student 1 - PV Bus 4 - Subs
3	Holocaust & Genocide Class	Tim Donnelly Plus (1) - TBD	Museum Trip	4/16/25 @ 8:30am - 12:00pm Full Day <b>Museum of Jewish Heritage</b> , 36 Battery Place, NYC	Required for dual-enrollment students. A few other students will also be given the opportunity to attend.	20 students @ \$39.75/student 2 - Subs 1 - STA Bus
4	Spanish 2 Class	Raquel Trejo	Latin American Cultural Performance & Authentic Cuban Lunch	4/3/25 @9am - 1:30pm <b>John Breslin Jr Theater Felician University</b> , 262 S. Main St, Lodi, NJ & <b>Rumba Cubana Restaurant</b> , 6909 JFK Blvd E, Guttenberg, NJ	Exposure to Latin American Culture and History through music & dance followed by an authentic Cuban Lunch	46 students @ \$51/student 1 - PV Bus 1 - STA Bus 3 - Subs
5	FBLA	Lindita Kurtishi Ennelly Thornton	PCTI - Consumer Bowl Competition	3/3/25 @ 9am - 2:00pm <b>PCTI</b> , 45 Reinhardt Road, Wayne	Consumer Bowl Competition	5 Students @ \$0/student 1 - PV Bus 2 - Subs

6. **Approval / Guest Choreographer**

The Superintendent recommended the approval of guest choreographer Michele Mossay for a Tap Master Class with Advanced Dance students on 4/2/25, under the supervision of Maria McMahon. Required clearances and documentation on file. Compensation of \$250.00 budgeted through the Visual and Performing Arts/Dance budget.

7. **Approval / 2025 SY Contract for Home Instruction**

The Superintendent recommended the approval of a Contract for the Center For Children's Behavior Health, Fairfield NJ. Terms of the agreement shall be in effect from February 3, 2025 through June 30, 2025 at the rate \$99.00/hour per student for Home Instruction Services.

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8. **Approval / Home Instruction**

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

	ID	Date On	Probable Duration	Instructor or Program
1	938514	1/28/2025	6-8 Weeks weeks (Retro)	Silvergate
2	20899	1/29/25	8 Weeks (Retro)	Aspire
3	21897	2/10/25	5 weeks (Retro)	Educere/Google
4	938580	1/27/25	8 Weeks (Retro)	Educere/Google
5	938524	2/3/25	16 Weeks (Retro)	Center for Children's Behavioral Health
6	2001664	2/19/25	60 Days (Retro)	Educere/Google
7	938263	1/22/25	8 Weeks (Retro)	Aspire
8	20378	1/21/25	6 Weeks (Retro)	Educere/Google

9. **Approval / Professional Day Request**

The Superintendent recommended approval of following professional day request:

	Department	Teacher	Event	Date/Time/Location	Purpose
1	Guidance	Kelly Morris Slayton	Passaic County Public Safety Academy	2/07/2025 300 Oldham Road, Wayne, NJ	Building protective factors for grief and loss. Tools for educators, caregivers and the community.

10. **Approval / 2024-2025 8th Grade Placement Assessment Grading**

The Superintendent recommended the approval of the following teachers/subject areas in need of manual grading of the 8th grade placement assessments. All positions compensated at PVEA contractual rate (\$37.00/hr.) to be paid with ESSA Title I. Title 1 Account # 20-237-100-100-007600-050. Not to exceed 20 hours for each subject area.

- Suzanne Iobst (Science)
- Kathleen Dellanno (English-Language Arts)

11. **Approval / Resignation Richeall Kennedy, Teacher of Science**

The Superintendent recommended acceptance and approval of the resignation of Richeall Kennedy, Science Teacher. Last day of employment was February 1, 2025.

12. **Approval / Resignation - Classroom Aide**

The Superintendent accepted the resignation of Carley Kolek, effective 2/19/2025

13. **Approval / Resignation - Classroom Aide**

The Superintendent accepted the resignation of Tala Issa, effective 2/19/2025

14. **Approval / Termination - Classroom Aide**

The Superintendent recommended the termination of employee #5098, effective 2/1/2025

15. **Approval / Rescind Appointment - Classroom Aide**

The Superintendent recommended rescinding the appointment of Alexis D'Antonio as a Classroom Aide. Board of Education Approval 1/28/25.

16. **Approval / Amend Appointment - Acting Board Secretary for Emergency Purposes**  
The Superintendent recommended rescinding Rae Allex as Acting Board Secretary and appoint Mary DeNude as acting Board Secretary for emergency purposes for the period February 25, 2025 through June 30, 2025.

Mr. Casasnovas made a motion to approve Education items 1 – 16; seconded by Mr. DeMarco.

Roll Call:

Ms. Brigati – Absent  
Mr. Casasnovas – Yes  
Dr. Cathcart – Yes  
Mr. D'Ambrosio – Yes

Mr. Damiano - Yes  
Mr. D'Angelo – Absent  
Mr. DeLuca - Yes  
Mr. DeMarco – Yes  
Dr. Varcadipane -Yes

**XI. Finance Committee**

**17. Approval of Monthly Bill List – February 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:

<u>Date</u>	<u>Check Numbers</u>	<u>Total Amount</u>
01/26/25	Pending	\$818,460.92

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.

**18. Acceptance of the Board Secretary's Report, Cash Reconciler's Cash Report and the Board Secretary's Certification of Funds for the Month of December 2024**

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 December 31, 2024 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 December 31, 2024; 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.

**19. Approval of Line-Item Budget Transfers – December 2024**

The Superintendent, in consultation with the School Business Administrator, recommended the Board approve the following line item transfers to include administrative cost budget transfers for the month of December 2024 as presented.

**20. Acceptance of Financial Status Report – December 2024**

The Superintendent, in consultation with the School Business Administrator, recommended the Board accept the Financial Status Report for the month of December 2024, as presented.



21. **Acceptance of Revenue Report – December 2024**

The Superintendent, in consultation with the School Business Administrator, recommended the Board accept the Revenue Report for the month of December 2024, as presented.

22. **Acceptance of the Board Secretary's Report, Cash Reconciler's Cash Report and the Board Secretary's Certification of Funds for the Month of January 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 January 31, 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 January 31, 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.

23. **Approval of Line-Item Budget Transfers – January 2025**

The Superintendent, in consultation with the School Business Administrator, recommended the Board approve the following line item transfers to include administrative cost budget transfers for the month of January 2025 as presented.

24. **Acceptance of Financial Status Report – January 2025**

The Superintendent, in consultation with the School Business Administrator, recommended the Board accept the Financial Status Report for the month of January 2025, as presented.

25. **Acceptance of Revenue Report – January 2025**

The Superintendent, in consultation with the School Business Administrator, recommended the Board accept the Revenue Report for the month of January 2025, as presented.

26. **Approval of Payment of Cafeteria Invoices**

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

Vendor	Description	Check #	Amount
Pomptonian	Inv#671011725	1471	\$23,060.46
Pomptonian	Inv#671012425	1472	\$ 3,160.99
Pomptonian	Inv#671013125	1473	\$15,017.17
Pomptonian	Inv#671021425	1474	\$29,069.56

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Dr. Varcadipane made a motion to approve Finance items 17 – 26; seconded by Mr. DeMarco.

Roll Call:

Ms. Brigati – Absent  
Mr. Casasnovas – Yes  
Dr. Cathcart – Yes  
Mr. D'Ambrosio – Yes

Mr. Damiano - Yes  
Mr. D'Angelo – Absent  
Mr. DeLuca - Yes  
Mr. DeMarco – Yes  
Dr. Varcadipane -Yes

## **XII. Operations Committee**

27. **Approval / Rescind Appointment - Bus Aide**

The Superintendent recommended rescinding the appointment of Gary Sotelo as a Bus Aide. Board of Education Approval 1/7/25 at the rate of \$23.00/hour, no benefits.

28. **Approval / Cat6 Cabling - E-Rate Project**

The Superintendent, in consultation with the School Business Administrator, recommended the approval of the Cat6 Cabling E-Rate Project in the amount of \$3,963.00. E-Rate funding will cover 50% of the cost of this project with the remaining amount to be charged to 11-190-100-500-005200-0050.

29. **Approval / Contract – Herff Jones**

The Superintendent, in consultation with the School Business Administrator, recommended the Board approve Herff Jones for the school district yearbooks, caps, gowns, class rings, diplomas, diploma covers and other school activities/athletic needs per agreement from 2026-2028.

30. **Approval / Bid - Restroom Renovation Project**

The Superintendent, in consultation with the School Business Administrator, recommended the Boards' approval to Bid for Restroom Renovation Project.

Mr. Damiano made a motion to approve Operations items 27-30; seconded by Mr. Casasnovas.

Roll Call:

Ms. Brigati – Absent  
Mr. Casasnovas – Yes  
Dr. Cathcart – Yes  
Mr. D'Ambrosio – Yes

Mr. Damiano - Yes  
Mr. D'Angelo – Absent  
Mr. DeLuca - Yes  
Mr. DeMarco – Yes  
Dr. Varcadipane -Yes

### **XIII. Athletics and Students Activities Committee**

31. **Approval / Spring 2025 Schedule D Coaching Assignments:**

The Superintendent recommended approval of the following appointments pending receipt of criminal background, Sexual Misconduct forms and TB test where necessary.

- Morris Altchek - Head Softball Coach  
Salary \$7,961.00 - Schedule D, Category 3, Step 4
- Ronald Romeo - Assistant Softball Coach  
Salary \$5,733.00 - Schedule D, Category 3, Step 4
- Walter Bleuler - Assistant Spring Track Coach  
Salary \$5,733.00 - Schedule D, Category 3, Step 4
- James Rothenberger - Paraprofessional Coach  
No Salary

32. **Approval / Rescind Appointment - Assistant Softball Coach**

The Superintendent recommended rescinding the appointment of Kara Mancini as Assistant Softball Coach.

33. **Approval of Donation:**

The Superintendent recommended the approval of a \$2,000.00 donation from Walid Darwish to the Passaic Valley High School Wrestling Team.

34. **Approval / Use of Facilities**

The Superintendent in consultation with the School Business Administrator recommended 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	Tri-Town Track & Camp Field Program	Thursday nights along with some Saturday afternoons during the months of May and June, 2025	track and turf areas	The schedule will be coordinated and approved by the PVHS Director of Athletics and PVHS Track Coach.
2	Evolution Lacrosse Academy	4/6/2025 8am - 3pm	Turf Field	Sports Programs
3	Bergen/PV ABA Program - Autism Walk	4/13/2025 11:00am-2:00pm	Turf field & Parking Lot	All proceeds will benefit the Bergen / PV ABA Program

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4	BergenPAC and FBI Community Outreach Organization - Community Film Screening Event	3/28/2025 Time: TBD	Schneider Auditorium	None
5	PVEF Summer Camp & Summer Theater	Camp: June 30 - July 24 (Monday-Thursday) Summer Theater Mainstage Show Dates: July 31, Aug 1 & 2 Junior Show Dates August 8 & 9	Auditorium, Cafe, East Wing Rooms	Camps
6	Woodland Park Softball	June 7th with a rain date of June 8th	JV Baseball Field	"Families Behind The Badge" Softball Tournament

35. **Approval / Fundraiser(s)**

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

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose
1	Track & Field	Eric Getz	Pretzel/Chocolate Fundraiser	3/6/25 - 3/27/25 - On-Line	Raise funds for the end of season Dinner/Senior Gifts
2	Track & Field	Eric Getz	Run the Snack Stand for Home Meets/Big North Championship	4/15/25 - 4/30/25	Raise funds for the end of season Dinner/Senior Gifts/Record Board

Mr. Damiano made a motion to approve Athletics and Students Activities items 31 - 35; seconded by Mr. Casasnovas.

Roll Call:

Ms. Brigati – Absent  
 Mr. Casasnovas – Yes  
 Dr. Cathcart – Yes  
 Mr. D'Ambrosio – Yes

Mr. Damiano - Yes  
 Mr. D'Angelo – Absent  
 Mr. DeLuca - Yes  
 Mr. DeMarco – Yes  
 Dr. Varcadipane -Yes

**XIV. Committee Reports**

None.

**XV. Passaic County School Boards Association – Report of Delegate**

None.

**XVI. New Jersey School Boards Association – Report of Delegate**

None.

**XVII. Old Business**

1 Residency issue for Executive Session.

**XVIII. New Business**

Mr. Monahan stated the district is going out to bid for the restroom renovation project.

Mr. Monahan mentioned that the Governor spoke today, and we should know our state aid figures by Thursday.

**XIX. Call For Members of The Public To Be Heard**

None.

**XX. Attorney's Report**

Mr. Reddin has 1 legal for Executive session.

**XXI. Executive Session**

Mr. Reddin has 1 Residency and 1 legal issue for Executive session. Mr. Monahan has 1 personnel issue for Executive session. Executive Session should last about 30 minutes.

Roll Call:

Ms. Brigati – Absent  
Mr. Casasnovas – Yes  
Dr. Cathcart – Yes  
Mr. D'Ambrosio – Yes

Mr. Damiano - Yes  
Mr. D'Angelo – Absent  
Mr. DeLuca - Yes  
Mr. DeMarco – Yes  
Dr. Varcadipane -Yes

Return from Executive Session

Roll Call:

Ms. Brigati – Absent  
Mr. Casasnovas – Yes  
Dr. Cathcart – Yes  
Mr. D'Ambrosio – Yes

Mr. Damiano - Yes  
Mr. D'Angelo – Absent  
Mr. DeLuca - Yes  
Mr. DeMarco – Yes  
Dr. Varcadipane -Yes

**XXII. Operations Committee**

**36. Approval / Settlement Agreement**

The Superintendent recommended approval of the following Settlement Agreement:  
Docket # PAS-L-543-22

**37. Approval / Termination of Contract**

Superintendent, in consultation with the School Business Administrator and the Supervisor of Buildings and Grounds recommends the termination of the contract of the non-tenured employee #4804 based on the 60-day notice clause in the individual employment contract effective February 26, 2025.

Mr. Damiano made a motion to approve Operations items 36 & 37; seconded by Mr. DeMarco.

Roll Call:

Ms. Brigati – Absent  
Mr. Casasnovas – Yes  
Dr. Cathcart – Yes  
Mr. D'Ambrosio – Yes

Mr. Damiano - Yes  
Mr. D'Angelo – Absent  
Mr. DeLuca - Yes  
Mr. DeMarco – Yes  
Dr. Varcadipane -Yes

**XXII. Adjournment**

Mr. D'Ambrosio asked for a motion to adjourn.

Dr. Varcadipane made a motion to adjourn; seconded by Mr. DeMarco.

Respectfully Submitted,



Colin Monahan

**Next Meeting**

Regular Meeting:  
Tuesday, March 18, 2025, 7:00 PM  
Adra Suchorsky Library  
Passaic Valley High School  
100 East Main Street  
Little Falls, New Jersey 07424