



**PASSAIC VALLEY  
REGIONAL HIGH SCHOOL**

**Regular Meeting of the Board of Education  
Tuesday, March 18, 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 March 18, 2025**

The minutes for the regular meeting of the Passaic Valley Regional High School District in the County of Passaic on Tuesday, March 18, 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'ANGELO, BOARD VICE PRESIDENT.**

Roll Call:

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

Mr. Damiano - Yes  
Mr. D'Angelo – Yes  
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 February 25, 2025 Regular and Executive meetings; seconded by Mr. Casasnovas.

Roll Call:

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

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

**VII. Report of the Superintendent**

Dr. Healy stated that Winter sports are over and that Spring sports have begun.

Dr. Healy reported that state testing is finished. He said that Ms. Voorhis, Ms. Torres and Dr. Christopher did a great job with administering the testing.

Dr. Healy remarked that the students are enjoying the new drop rotate schedule and all the upgrades made around campus.

Dr. Healy said the first drill of the 911Inform System was a success. The text messaging worked well to communicate with law enforcement and staff. Each police headquarters will have a flat screen TV dedicated to this system. Dr. Healy thanked the Board for all their support.

Dr. Healy expressed condolences for Nicola Colangelo and asked for a moment of silence for the family.

**VIII. Student Representatives Report**

None.

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

Ms. Voorhis commended Ms. Torres, the Counseling Department, the Child Study team and the Teen Center for their work in the wake of the 2 recent school tragedies.

Mr. DeMarco made a motion to close the meeting to the public; seconded by Ms. Brigati.

## **X. Education Committee**

### **1. Approval / February 2025 Suspensions**

The Superintendent reports and requests approval of suspensions for February.

### **2. Approval / February 2025 Student Attendance**

The Superintendent recommended approval of the February 2025 student attendance.

Possible number of days school has been open	18
Possible number of days attendance	19,424
Days absent	829.50
Percent of attendance	95.30%
Average daily Enrollment	1082

### **3. Approval / Field Trip(s)**

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

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose	Cost to BOE / Student
1	Advance Dance	Maria McMahon,  Pia Surace	Montclair State Dance Day	4/4/25 @ 8am-2:40pm <b>Montclair State Univ.</b> 1 Normal Ave, Montclair, NJ	Participate in Workshops led by College Professors and see a dance performance to encourage creativity for choreography and dance technique.	18 Students @ \$0/student 1 - PV Bus 2 - Subs
2	Marketing	Christine Coppola  Lisa Ackershoek	Women's Leadership Conference	3/26/25 @ 8:15am-1:15pm <b>Passaic County Community College</b> 500 Union Ave Haskell, NJ	Interaction with inspiring female leaders to gain insights into leadership and career growth.	20 Students @ \$0/student 1- PV Bus 2 - Subs
3	Spanish 4 Honors	Fulya Arici  Diana Roperio	Spanish Drawing Class	4/10/25 @ 9am-1:00pm <b>Pinot's Palette</b> 351 Bloomfield Ave Montclair, NJ	Students will learn how to draw a Spanish painting - Cultural activity part of the class.	26 Students @ \$40/student 1 - PV Bus 2 - Subs

### **4. Approval / Rescind - Field Trip**

Trip originally approved on the 10/22/24 Agenda. Cancelled due to overbooking by the provider.  
 Marketing - Women's Leadership & Job Shadow March 28, 2025 8:30am-1:30pm @ L'oreal HQ  
 Clark, NJ.

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5. **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	33939	3/18/2025	10 days	Educere

6. **Approval / Professional Day Request**

The Superintendent recommended approval of following professional day request:

	Department	Teacher	Event	Date/Time/Location	Purpose
1	TV Broadcasting	Brendan Clonon	2025 TV and Film Education Conference	5/7/25 @ 9am-2pm Montclair Film 505 Bloomfield Ave Montclair	Discuss curriculum, projects, class management and more with fellow TV/Film teachers from around the state.
2	Occupational Therapist	Margret Johnston	Smart but Scattered	On-Line	Strategies to empower children to thrive emotionally, socially and academically.
3	Speech Therapist	Olivia Pantale	Play Conference	On-Line	Provide attendees with a firm, evidence based and up-to-date understanding of play based intervention with autistic children.

7. **Approval / Appointment - Paraprofessional/Bus Aide**

The Superintendent recommended the approval of Sabrina Smith 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.

8. **Approval Bergen / PV ABA ESY Program**

The Superintendent recommended the approval of the Bergen / PV ABA ESY program from June 23, 2025 through July 31, 2025. Hours will be 8:30am-1:30pm, Monday through Thursday weekly.

9. **Approval / Commission For the Blind and Visually Impaired Contract**

The Superintendent recommended the approval of the Commission For the Blind and Visually Impaired Contract for the 2024-2025 academic year in the amount of \$2,420.00

10.. **Approval / 6th Period Stipend - Science (Revised)**

The Superintendent recommended approval of prorated 6th period assignments for internal coverage for employee #4191 through the end of the school year.

Haimowitz  
S. Iobst  
Phillian  
Kornitzer

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11. **Approval / Special Education Medicaid Initiative (Semi) Action Plan**

The Superintendent recommended the approval of the Special Education Medicaid Initiative (Semi) Action Plan for the 2025-2026 school year.

12. **Approval / Employee #5016 Maternity Leave of Absence**

The Superintendent recommended the Board of Education approve the following maternity leave for employee #5016.

Dates	Coverage	Amount of Time
5/1/25-5/5/25	Paid Personal Days	3 days
5/6/25-5/30/25	Paid Sick Leave	18 days
6/2/25-6/20/25	Federal Medical Leave Act	3 weeks
9/2/25-10/31/25	Federal Medical Leave Act	9 weeks

13. **Approval / Appointment - Speech and Language Maternity Leave Position**

The Superintendent recommended the approval of Jessica Morrow for a Speech and Language Maternity Leave position, effective 4/28/2025 through 10/31/2025, including ESY, at a rate of \$70.00 per hour.

14. **Approval / Retirement - Robert Carcich, Teacher of Mathematics**

The Superintendent recommended the Board of Education accept the Retirement of Robert Carcich, Teacher of Mathematics. Effective 10/01/25.

Mr. Casasnovas made a motion to approve Education items 1 – 14; seconded by Ms. Brigati.

Roll Call:

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

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

## **XI. Finance Committee**

### **15. Approval of Monthly Bill List – March 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>
03/19/25	Pending	\$1,532,828.44

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.

### **16. 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 Revised with 2023/2024 Journal Entries**

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 January 31, 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 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.

### **17. 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:

<b>Vendor</b>	<b>Description</b>	<b>Check #</b>	<b>Amount</b>
Pomptonian	Inv# 671022125	1475	\$ 7,782.16
Pomptonian	Inv# 671022825	1476	\$17,787.15
Pomptonian	Inv# 671030725	1477	\$11,746.55
Nickerson	Cafeteria Bench table	1478	\$ 5,313.00
United Cleaning Corp	Power Wash Hood System	1479	\$ 580.00

18. **Approval of Adoption and Submission of 2025-2026 Tentative School**

**Budget to the Executive County Superintendent of Schools**

The Superintendent, in consultation with the School Business Administrator, recommended the Board adopt and submit the 2025-2026 tentative School Budget. BE IT RESOLVED that the tentative budget be approved for the 2025-2026 School Year using the 2025-2026 State Aid figures and the Secretary to the Board of Education be authorized to submit the following tentative budget to the Executive County Superintendent of Schools for approval in accordance with the statutory deadline:

	<b>GENERAL FUND</b>	<b>SPECIAL REVENUES</b>	<b>DEBT SERVICE</b>	<b>TOTAL</b>
2025-2026 Total Expenditures	37,803,444	616,507	0	38,419,951
Less: Anticipated Revenues	7,718,160	616,507	0	8,334,667
Taxes to be Raised	30,085,284	0	0	30,085,284

And to advertise said tentative budget in the North Jersey Herald News in accordance with the form suggested by the State Department of Education and according to law; and BE IT FURTHER RESOLVED that a public hearing be held in the Adra Suchorsky Library of the Passaic Valley Regional High School, located on East Main Street, Little Falls, New Jersey on April 29, 2025 at 7:00 p.m. for the purpose of conducting a public hearing on the budget for the 2025-2026 School Year.

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

The Superintendent, in consultation with the School Business Administrator, recommended 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.

20. **Approval / Legal Costs**

The Superintendent, in consultation with the School Business Administrator, recommended 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.



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

The Superintendent, in consultation with the School Business Administrator, recommended 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 the general fund appropriations, budget line 620 is a withdrawal from Capital Reserve – Other Capital Projects in the amount of \$457,000 for Other Capital Project costs which represents expenditures for construction elements or projects.

**22. Approval / Adjustment for Enrollment**

The Superintendent, in consultation with the School Business Administrator, recommended 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.

Dr. Varcadipane made a motion to approve Finance items 15 – 25; seconded by Ms. Brigati.

Roll Call:

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

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

**XII. Operations Committee**

**23. Approval / Memorandum of Understanding (MOU)**

The Superintendent, in consultation with the Business Administrator, recommended the approval of the Memorandum of Understanding between the State of New Jersey (FEMA) and the Passaic Valley Regional High School Board of Education.

**24. Approval / Contract Renewal - Revised**

The Superintendent, in consultation with the Business Administrator, recommended the approval of Renewal No. 2 PV2-23 & PV3-23 Student Transportation Contract-School Related Activities with First Student, Inc. for the 2024-2025 school year at a 5.00% increase.

<u>Route</u>	<u>Renewal</u>	<u>Basis of Bid Per Bus</u>	<u>Renewal Cost for Bus</u>	<u>CPI</u>	<u>Total</u>
Weekdays Only	2	54 Passenger School Bus (\$103.74 Per Hr/4 Hr Minimum)	\$103.74	\$5.19	\$108.93

<u>Route</u>	<u>Renewal</u>	<u>Basis of Bid Per Bus</u>	<u>Renewal Cost for Bus</u>	<u>CPI</u>	<u>Total</u>
Weekends Only	2	54 Passenger. Cost per hour during the times of 6:30AM-7:00PM (106.92 Per Hr)	\$106.92	\$5.35	\$112.27

**25. Approval / Emergency Exit Drills**

The Superintendent, in consultation with the Business Administrator, recommended the authorization to conduct Emergency Exit Drills with First Student for all Passaic Valley High School bus routes. Also, to include Passaic Valley Busses and buses from various boards of education participating in the PV/ABA Program. Drills will be scheduled in accordance with NJAC:6:21-11.4 at dates in April to be determined based on weather conditions.

**26. Approval / Tree Installation**

The Superintendent, in consultation with the Business Administrator, recommended approval to plant green giant arborvitae trees along the softball first base property line in the amount of \$16,575 to Lou's Landscaping, Wayne, NJ.

**27. Approval / Emergency Repairs**

The Superintendent, in consultation with the Business Administrator and Supervisor of Buildings and Grounds, recommended the Board approve the following emergency repair transferred from the Capital Reserve account:

SportsCare ESCNJ #22/23-37 – Install structural netting system in the approximate amount of \$69,620.00 Additional cost of engineer will be approximately \$3,200.00

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

Dr. Healy hopes that the combination of the netting and the trees will eliminate 90% of the problems with the neighbors by preventing foul balls from entering their yards. The trees will also improve the look of the softball field.

The trees will be approximately 10 to 12 feet when planted and will grow up to 60 feet.

The planting of the trees could begin within 10 days, the netting could take up to 2 months to be installed depending on the vendor.

Mr. Damiano made a motion to approve Operations items 23 - 27; seconded by Ms. Brigati.

**Roll Call:**

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

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

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

#### **28. 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.

	<b>Group</b>	<b>Date</b>	<b>Facilities/ Area Request</b>	<b>Other</b>
1	Little Falls Police Dept. Jon Vanak	7/10/25 @ 12pm	Hopson Ave Field/ Little Falls Police Dept. Jr Police Academy Helicopter Landing	No Equip required. 35 attendees (approx)
2	Tri-Town basketball league	Date to be determined (March 17 - 20 approx).	Griswold Gymnasium	7/8th grade girls and boys championship games
3	T2S Basketball Skills Training	April - 1,8,15,22,29 May - 1,6,8,13,15,20,22 From 7:00PM	Griswold Gymnasium	This is to benefit the off-season training of our PVHS Boys Basketball Team
4	Evolution Lax	June - 2,4,9,11,23,25 5:15PM - 8:15PM	Turf Field	Rental of Facilities Lacrosse
5	Passaic Valley F.C	March 30 May 18 June 8 8:00AM - 10:00AM	Turf Field	Rental of Facilities Soccer

#### **29. Approval / Rescind & Appointment - Sound Designer**

The Superintendent, in consultation with the School Business Administrator recommended rescinding the appointment of Michael DeLuccia as the Sound Designer for the Dance Showcase and appoint Pia Surace. Pay rate: 1 day at \$300 per day.

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

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

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose
1	PVHS Softball	Altchek	Online Crowdfunding Snap Raise	March 20 - April 20 2025	Funds raised for softball program
2	PVHS Boys Lacrosse	Salvatore	Online Crowdfunding Snap Raise	March 20 - April 20 2025	Funds raised for Boys Lacrosse program
3	PVHS Boys Baseball	Jay Tiseo	Online Crowdfunding Snap Raise	March 17 - April or Early May	Funds to assist program with end of year awards

**31. Approval / Volunteer Coach**

The Superintendent in consultation with the School Business Administrator, recommended the approval of the current Passaic Valley HS Science Teacher, Mr. David Kornitzer, as a volunteer lacrosse coach for the Spring 2025 season.

**32. Approval / Jim Holsworth - Bus Driver JV Boys Tennis**

The Superintendent in consultation with the School Business Administrator, recommended the approval of Jim Holsworth - Bus Driver Stipend for 2025 JV Boys Tennis Season, of \$1,690.00.

Ms. Brigati made a motion to approve Athletics and Students Activities items 28 - 32; seconded by Mr. DeMarco.

Roll Call:

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

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

**XIV. Committee Reports**

Mr. DeMarco reported that the negotiation committee met with the Administrative Assistants and Custodians again last week and are waiting for response to their proposal.

Mr. Monahan said there was finance committee meeting to talk about submitting the budget to the county. Once approved at the county level there will be a public hearing on April 29<sup>th</sup>.

**XV. Attorney's Report**

None.

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

None.

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

None.

**XVIII. Old Business**

None.

**XIX. New Business**

None.

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

None.

**XXI. Executive Session**

None.

**XXII. Adjournment**

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

Mr. DeMarco made a motion to adjourn; seconded by Ms. Brigati.

Respectfully Submitted,



Colin Monahan

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**Tuesday, March 18, 2025**

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**Next Meeting**

Regular Meeting:  
Tuesday, April 29, 2025, 7:00 PM  
(Public Hearing on Budget)  
Adra Suchorsky Library  
Passaic Valley High School  
100 East Main Street  
Little Falls, New Jersey 07424