

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

***MINUTES***

**Regular Meeting of the Board of Education  
Tuesday, September 21, 2021**

**ORDER OF BUSINESS**

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

**Minutes of the Special Meeting of the Board of Education  
Tuesday, September 21, 2021**

The minutes for the regular meeting of the Passaic Valley Regional High School District #1 in the County of Passaic on Tuesday, September 21, 2021, 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 MS. LUKER, BOARD VICE-PRESIDENT AT 7:10 P.M.**

Roll Call:

Ms. Brigati - Absent  
Dr. Cathcart - Absent  
Mr. D’Ambrosio - Yes  
Mr. Damiano - Absent

Mr. D’Angelo - Yes  
Mr. Doell - Yes  
Mrs. Luker - Yes  
Dr. Varcadipane - Yes  
Mr. Yodice - Absent

**Also Present:**

Mr. Bracken Healy, Superintendent  
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 #1 issued notice of this meeting on January 7, 2021, 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.**

**IV. PRESIDENT’S REPORT**

None

**V. ACKNOWLEDGMENT OF CORRESPONDENCE TO THE BOARD OF EDUCATION**

None

**VI. APPROVAL OF MINUTES OF PREVIOUS MEETING**

Ms. Luker asked for a motion to approve the Regular Board of Education meeting minutes of September 7, 2021.

Mr. D’Ambrosio made a motion to approve the Regular Board of Education meeting minutes of September 7, 2021; seconded by Mr. D’Angelo.

Roll Call:

Ms. Brigati - Absent  
Dr. Cathcart – Absent  
Mr. D’Ambrosio - Yes  
Mr. Damiano - Absent

Mr. D’Angelo – Yes  
Mr. Doell – Yes  
Mrs. Luker – Yes  
Dr. Varcadipane – Yes  
Mr. Yodice – Absent

**VII. REPORT OF THE SUPERINTENDENT**

Mr. Healy acknowledged the staff for all that they have done to start the school year off on a positive note. He also thanked the staff, parents and students for their support.

**VIII. CALL FOR MEMBERS OF THE PUBLIC TO BE HEARD**

Ms. Luker asked for a motion to open the Public Session.

Mr. Doell made a motion to open the Public Session; seconded by Mr. D’Ambrosio.

No one present to be heard.

Ms. Luker asked for a motion to close the Public Session.

Mr. Doell made a motion to close the Public Session; seconded by Mr. D’Ambrosio.

**IX. EDUCATION COMMITTEE**

**1. Approval / Revised 21-22 Academic Calendar**

The Superintendent recommended approval to revise the academic calendar to include October 13, 2021, PSAT for 10<sup>th</sup> & 11<sup>th</sup> grades and early dismissal.

**2. Approval / Dr. Ellen Platt, Psychiatrist 2021-2022**

The Superintendent recommended approval Dr. Ellen Platt for psychiatric evaluations.

**3. Approval / DCF Contract 2021-2022**

The Superintendent recommended approval of the NJ State Department of Education Mandated "Tuition Contract" NJ Department of Children and Family Services Office of Education for the 2021-2022 school year for contract# 22YGRE.

**4. Approval / One-to-One Assistants**

The Superintendent recommended the following students to have a one-to-one assistant for the 2021-2022 school year

- Student 18002            \$49,500.00
- Student 1600413       \$49,500.00

**5. Approval / Home Instruction 2021-2022**

The Superintendent recommended approval of the following Home Instruction:

ID	
HI2-2122	Other facility. Education provided by <i>Learn Well</i> . 10 hours/week. \$48.00/hour + additional 33% for those services
HI3-2122	In District
HI4-2122	In District
HI5-2122	In District

**6. Approval / Mr. Brian Kapral, 6<sup>th</sup> Period Stipend 2021-2022**

The Superintendent recommended retroactive approval of a 6<sup>th</sup> period stipend for Mr. Kapral for the 2021-2022 school year.

**Education Committee**

**7. Approval / Field Trips**

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

	Group	Faculty	Destination	Location / Dates	Purpose
1	Gymnastics	Agosta	Corrado's Haunted Hay Ride	Hackettstown, NJ/ Oct 8, 2021	Team bonding. Approx: 18 students Cost to BOE: None
2	Gymnastics	Agosta	Gold Over America Tour	Prudential Center, Newark, NJ/ Oct 30, 2021	Team bonding, knowledge of sport. Approx: 20 students, Cost to BOE: None

**8. Approval / Alexandra Asaro, Italian Leave Replacement Revised**

The Superintendent recommended the revised end date of Ms. Alexandra Asaro, Italian Leave Replacement, from November 15, 2021, to November 19, 2021.

**9. Approval / Part-Time ABA and Bus Aide 2021-2022**

The Superintendent recommended approval of the following part-time ABA aide and bus aide for the 2021-2022 school year. Rate \$18.00/hour (ABA), \$16.00/hour (bus), not to exceed 29 hours, no benefits. Start date pending receipt of criminal history, TB test and Sexual Misconduct forms.

- Destiny Walker

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

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

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose
1	Girls' Soccer	McMaster	Clothing Sale (PV Soccer and Breast cancer awareness shirts)	Fall 2021	Raise funds for end of year awards dinner.
2	Gymnastics	Agosta	Can Shake	Oct 2-3, 2021/ 9am-1pm/ ShopRite, Little Falls	Raise funds for team building activities and end of year awards dinner.

**Education Committee**

**11. Approval / Home Instruction**

The Superintendent recommended approval of the following Home Instruction:

<b>ID</b>	
HI6-2122	Educere
HI7-2122	Educere

Mr. Doell made a motion to approve Education agenda items # 1-11; seconded by Mr. D’Ambrosio.

Roll Call:

Ms. Brigati - Absent  
Dr. Cathcart – Absent  
Mr. D’Ambrosio - Yes  
Mr. Damiano - Absent

Mr. D’Angelo – Yes  
Mr. Doell – Yes  
Mrs. Luker – Yes  
Dr. Varcadipane – Yes  
Mr. Yodice – Absent

**X. FINANCE COMMITTEE**

**12. Approval of Monthly Bill List – September 2021**

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provided the 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
9/22/21	Pending	\$693,737.76

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.

**13. Acceptance of the Board Secretary’s Report, Cash Reconciler’s Cash Report and the Board Secretary’s Certification of Funds for the Month of June 2021 – Revised Supplemental**

WHEREAS, N.J.A.C. 6A:23A-16.10 required 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 June 30, 2021 Revised Supplemental for the Board to accept; NOW THEREFORE BE IT RESOLVED, the Passaic Valley Regional High School Board of Education acknowledged receipt of and accepted the Board Secretary’s Report and the Cash Reconciler’s Cash report for the month ending June 30, 2021 Revised Supplemental; 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.

**Finance Committee**

**14. Approval / Payment of Cafeteria Invoices**

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

<u>Vendor</u>	<u>Description</u>	<u>Check #</u>	<u>Amount</u>
United Cleaning Inc.	Power Wash Hood System	1226	\$450.00
Heerema Company	Walk-In Cooler Repair	1227	\$307.09
NRESC	Advertisement	1228	\$ 80.00

**15. Acceptance / Revised Board Secretary’s Report, Cash Reconciler’s Cash Report and the Board Secretary’s Certification of Funds for the Month of July 2021**

WHEREAS, N.J.A.C. 6A:23A-16.10 required 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 required 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 Revised Report and the Cash Reconciler’s Cash report for the month ending July 31, 2021, revised for the Board to accept; NOW THEREFORE BE IT RESOLVED, the Passaic Valley Regional High School Board of Education acknowledged receipt of and accepted the Board Secretary’s Report and the Cash Reconciler’s Cash report for the month ending July 31, 2021, revised; 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.



**Finance Committee**

**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 August 2021**

WHEREAS, N.J.A.C. 6A:23A-16.10 required 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 required 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 August 31, 2021, for the Board to accept; NOW THEREFORE BE IT RESOLVED, the Passaic Valley Regional High School Board of Education acknowledged receipt of and accepted the Board Secretary’s Report and the Cash Reconciler’s Cash report for the month ending August 31, 2021; 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.

**17. Approval / Line Item Budget Transfers – August 2021**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended the Board approve the following line item transfers to include administrative cost budget transfers for the month of August 2021 as presented.

**18. Acceptance / Financial Status Report – August 2021**

The Superintendent, in consultation with the School Business Administrator/Board Secretary recommended the Board accept the Financial Status Report for the month of August 2021, as presented.

**19. Acceptance / Revenue Report – August 2021**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended the Board accept the Revenue Report for the month of August 2021, as presented.

**20. Approval / Rescind Bus Contract with Cedar Grove School District**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended approval to rescind Joint Transportation Agreement with the Cedar Grove Board of Education for transportation for one Cedar Grove student participating in our Autism Program.

**Finance Committee**

**21. Approval / Northern Region Educational Services Commission for Transportation**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended approval to enter into agreements with the Northern Region Educational Services Commission for the 2021-2022 school year as follows:

Route#	School (s)	Contractor	No. of Students	Estimated Cost Per Route (incl. surcharge)	Date
2094	HoHoKus School of Trade	Joshua Tours	4	\$20,700.00 + \$621.00	9/7/21 – 6/2022

Dr. Varcadipane made a motion to approve Finance agenda items # 12-21; seconded by Mr. D’Ambrosio.

Roll Call:

Ms. Brigati - Absent  
 Dr. Cathcart – Absent  
 Mr. D’Ambrosio - Yes  
 Mr. Damiano - Absent

Mr. D’Angelo – Yes  
 Mr. Doell – Yes  
 Mrs. Luker – Yes  
 Dr. Varcadipane – Yes  
 Mr. Yodice – Absent

**XI. OPERATIONS COMMITTEE**

**22. Approval / Celia Kurek, Part-Time Bus Driver**

The Superintendent recommended the retroactive approval of Ms. Celia Kurek as part-time bus driver for the 2021-2022 school year at the rate of \$28.00/hour, not to exceed 29 hours, no benefits, starting as of September 7, 2021.

**23. Appointment / Operational Staff**

The Superintendent, in consultation with the School Business Administrator/Board Secretary and the Supervisor of Buildings and Grounds, recommended the Board appoint Mr. Matthew Madonia as an operational staff member for the 2021-2022 school year. Mr. Madonia will begin work on or about, October 4, 2021, at a salary of Step-1 \$41,715.00 of the contractual Operational Staff salary guide. Mr. Madonia's employment is contingent on a successful criminal history review and TB test.

**24. Appointment / Operational Staff**

The Superintendent, in consultation with the School Business Administrator/Board Secretary and the Supervisor of Buildings and Grounds, recommended the Board appoint Ms. Maria Gambino from a part-time to a full-time operational staff member for the 2021-2022 school year. Ms. Gambino will begin full time work on or about, October 1, 2021, at a salary of Step-6 \$55,581.00 of the contractual Operational Staff salary guide.

**25. Approval / Emergency Exit Drills**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended authorization to conduct Emergency Exit Drills with Laidlaw Transit/First Student, School Transportation Service and Trans-Ed for all Passaic Valley High School bus routes and Passaic Valley Buses, Omar, Leonia Bd of Ed, Safe Guard, Nutley, MES, Narine Jr., AFM, and Castro for students 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 October to be determined based on weather conditions.

**26. Approval / Third Party Verification for Energy Savings Program**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, Supervisor of Buildings and Grounds and School District Engineer, recommended the Board approve Whitman Co., Cranbury, New Jersey as a third-party verification for the school districts Energy Savings Program (ESP) in the amount of \$4,600.00.

**Operations Committee**

**27. Approval / Use of Facilities**

The Superintendent recommends approval of the following use of facilities:

1. The PV Boys Soccer Parents Association to host a team pasta dinner on Friday, October 1, 2021, at 5pm. The area requested will be the picnic table areas adjacent to the cafeteria. All current covid protocols to be followed.
2. PV Football/Cheer Parents Association to host board meetings on 10/6, 10/20, 11/3, 11/17 from 6-8pm in the cafeteria. All current covid protocols to be followed.

Mr. D’Ambrosio made a motion to approve Operation agenda items # 22-27; seconded by Mr. D’Angelo.

Roll Call:

Ms. Brigati - Absent  
Dr. Cathcart – Absent  
Mr. D’Ambrosio - Yes  
Mr. Damiano - Absent

Mr. D’Angelo – Yes  
Mr. Doell – Yes  
Mrs. Luker – Yes  
Dr. Varcadipane – Yes  
Mr. Yodice – Absent

**XII. ATHLETICS AND STUDENT ACTIVITIES COMMITTEE**

- 28. Approval / James Holsworth, JV Girls' Tennis Bus Driver**  
The Superintendent recommended approval of James Holsworth for JV Girls' Tennis Bus Driver fall season 2021. Rate schedule C stipend of \$1,690.00.
- 29. Approval / Kathleen Dellanno, Resignation National Honor Society Advisor**  
The Superintendent recommended approval of the resignation of Kathleen Dellanno from her position as National Honor Society Advisor.
- 30. Approval / Silvestre Mercado, Audio/Visual Club Advisor 2021-2022**  
The Superintendent recommended approval of Silvestre Mercado as Audio/Visual Club Advisor, Schedule B Stipend, \$2,531.00 for the 2021-2022 school year.
- 31. Approval / Silvestre Mercado, TV Production Club Advisor 2021-2022**  
The Superintendent recommended approval of Silvestre Mercado as TV Production Club Advisor, Schedule B Stipend, \$2,859.00 for the 2021-2022 school year.
- 32. Administrative Leave with Pay**  
The Superintendent recommended AL01-2122 be placed on administrative paid leave effective 9/20/21 through the end of the fall 2021 athletic season.
- 33. Approval / Resignation, Caren Atamian, 2021-2022 Variety Show Director**  
The Superintendent recommended acceptance of Caren Atamian's resignation as the Variety Show Director for the 2021-2022 school year.

Mr. D'Ambrosio made a motion to approve Athletics and Student Activities agenda items # 28-33; seconded by Mr. Doell.

Roll Call:

Ms. Brigati - Absent  
Dr. Cathcart - Absent  
Mr. D'Ambrosio - Yes  
Mr. Damiano - Absent

Mr. D'Angelo - Yes  
Mr. Doell - Yes  
Mrs. Luker - Yes  
Dr. Varcadipane - Yes  
Mr. Yodice - Absent

**XIII. POLICY COMMITTEE**

**34. Approval / Policy Adoption**

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommended approval and adoption of the following policies:

P. 5350 Student Suicide Prevention

Mr. Doell made a motion to approve Policy agenda item # 34; seconded by Mr. D'Ambrosio.

Roll Call:

Ms. Brigati - Absent  
Dr. Cathcart - Absent  
Mr. D'Ambrosio - Yes  
Mr. Damiano - Absent

Mr. D'Angelo - Yes  
Mr. Doell - Yes  
Mrs. Luker - Yes  
Dr. Varcadipane - Yes  
Mr. Yodice - Absent

#### **XIV. COMMITTEE REPORTS**

##### **Education Committee**

None

##### **Operations Committee**

None

##### **Finance Committee**

None

##### **Athletic/Student Activities Committee**

None

##### **Negotiations Committee**

None

##### **Public Relations/Student Welfare Committee**

None

##### **Policy Committee**

None

##### **Technology Committee**

None

##### **Ad Hoc Committee**

None

##### **Attorney's Report**

None

##### **Passaic County School Board's Association – Report of Delegate**

None

**New Jersey School Board’s Association – Report of Delegate**

None

**Old Business**

None

**New Business**

None

**XV. CALL FOR MEMBERS OF THE PUBLIC TO BE HEARD**

Ms. Luker asked for a motion to open the Public Session.

Mr. D’Ambrosio made a motion to open the Public Session; seconded by Mr. Doell.

No one present to be heard.

Ms. Luker asked for a motion to close the Public Session.

Mr. D’Ambrosio made a motion to close the Public Session; seconded by Mr. Doell.

**XVI. EXECUTIVE SESSION**

None

**XVII. ADJOURNMENT**

Ms. Luker asked for a motion to adjourn.

Mr. D’Ambrosio made a motion to adjourn; seconded by Mr. D’Angelo.

**Next Meeting**

Regular Meeting:  
Tuesday, October 12, 2021, 7:00 p.m.  
Adra Suchorsky Library  
Passaic Valley High School  
East Main Street, Little Falls New Jersey