

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

MINUTES

**Regular Meeting of the Board of Education
Tuesday, November 16, 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, November 11, 2021**

The minutes for the regular meeting of the Passaic Valley Regional High School District #1 in the County of Passaic on Tuesday, November 11, 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 MR. YODICE, BOARD PRESIDENT

Roll Call:

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

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

Also Present:

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

II. PLEDGE OF ALLEGIANCE

III. MOMENT OF SILENCE IN MEMORY OF MR. JOHN HOWARD, TEACHER

Mr. Yodice spoke about Mr. John Howard and extended condolences on behalf of the Board of Education to the Howard Family.

IV. 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. On September 30, 2021, a revised board meeting notice was advertised in 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.

V. PRESIDENT’S REPORT

None

VI. ACKNOWLEDGMENT OF CORRESPONDENCE TO THE BOARD OF EDUCATION

None

VII. APPROVAL OF MINUTES OF PREVIOUS MEETING

Mr. Yodice asked for a motion to approve the Regular Board of Education meeting minutes of October 26, 2021.

Mr. D’Ambrosio made a motion to approve the Regular Board of Education minutes of October 26, 2021; seconded by Mr. Doell.

Roll Call:

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

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

VIII. STUDENTS OF THE MONTH

Mr. Healy present the Students of the Month.

- Academic - Grace Martinez
- Athletic - Brianna LaRosa and Dominic Meola
- Character - Nifaz Razzak

IX. REPORT OF THE SUPERINTENDENT

- HIB Report

Mr. Healy gave the school district's HIB Report: One (1) confirmed case of one (1) investigation and 3 damages of school property. Mr. Healy stated there have been less suspensions than in previous years.

Mr. Healy spoke about the Open House; 300 plus families attended and 60 staff members volunteered.

Mr. Yodice complimented the administration for coordinating the Open House and thanked the teachers who attended the Open House.

Mr. D'Ambrosio asked how the response was to the Open House.

Mr. Healy responded it went great and a survey will be sent out; over 175 families signed in and left an email.

X. STUDENT REPRESENTATIVES

None

XI. CALL FOR MEMBERS OF THE PUBLIC TO BE HEARD

Mr. Yodice asked if there were any members of the public to heard.

There were no members of the public to be heard.

Mr. Yodice asked for a motion to close the Public Session.

Ms. Brigati made a motion to close the Public Session; seconded by Mr. D'Ambrosio.

XII. EDUCATION COMMITTEE

1. Report of HIB

The Superintendent reported and requested approval of the following HIB investigation(s):

Incident #	Location	Consequences	Intervention	Other Action	Determination
2122-05	Practice Field	None	Counseling	None	Not HIB

2. Approval / Home Instruction 2021-2022

The Superintendent recommended approval of the following Home Instruction:

ID	
HI12-2122	Educere
HI13-2122	Home Instruction

3. Approval / Fundraiser(s)

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

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose
1	Future Medical Professionals	S. Iobst	Ornament sale	11/29-12/17/2021 In School	Raise funds for St. Jude's Children's Hospital
2	Future Medical Professionals	S. Iobst	Tissue sale	10/2021-6/2022 In School	Raise funds for St. Jude's Children's Hospital
3	Class of 2023	S. Iobst/Feo	Dine & donate	1/11/2022 Wendy's Route 46E Wayne, NJ	Raise funds for Class of 2023
4	Class of 2023	S. Iobst/Feo	Apparel sale	11/15-12/10/2021 On-line College Mania	Raise funds for Class of 2023
5	Class of 2023	S. Iobst/Feo	Gift card sale	11/2021-6/2022 On-line Raise Right	Raise funds for Class of 2023
6	Drama Club	Shue	Monetary donations	12/13/2021 7pm Holiday Show PVRHS	Proceeds to be split between Toys for Tots and Drama Club
7	Wrestling	J. Wassel	Poster sale	12/2/2021-1/2/2022 In & out of school	Raise funds to support program
8	Wrestling	J. Wassel	Snapraise	12/2/2021-1/2/2022 In & out of school Online fundraiser	Raise funds to support program
9	NAHS	Ingraham	Holiday card sale	12/13 & 12/2021 Holiday Play & winter concert 4:00pm PVHS	Raise funds for NAHS/Tri-M Induction Ceremony

Education Committee

4. Approval / Move on the Guide

The Superintendent recommended approval of the following move(s) on the guide:

- ID #4717 From Step 10 Class 1 to Class 2 as of October 1, 2021
 From Step 10 Class 2 to Class 3 as of November 1, 2021
- ID #4659 From Step 6 Class 1 to Class 2 as of November 1, 2021

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

The Superintendent recommended approval of the following part-time ABA aide and bus aides 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.

- Melissa Casillo
- Claire Domicolo

6. Approval / Supplemental Instruction

The Superintendent recommended approval of supplemental instruction for student #2001171. Instruction is for 1 hour per week of math by Pam Kole.

7. Approval / Revised Medical Leave, ID #4425

The Superintendent recommended the Board of Education to approve the following leave for employee #4425, effective September 14, 2021, through March 25, 2022.

Dates	Coverage	Amount of Time
9/14-12/23/21	Paid Sick Leave	66 days
1/3/22-3/25/22	Federal Medical Leave Act	12 Weeks
	NJ Family Leave Act	
	Unpaid Leave of Absence	

8. Approval / October 2021 Student Attendance

The Superintendent reported the following attendance for October 2021:

Possible number of days school has been open	18.00
Possible number of days attendance	17,258.00
Days absent	811.00
Percent of attendance	95.3%
Average daily attendance	958.78
Average daily enrollment	1,005.72

Education Committee

- 9. Approval / Steven Siragusa, Clinical Field Experience 2021-2022**
The Superintendent recommended approval for Steven Siragusa to fulfill his clinical field experience in English at Passaic Valley from January 2022 through May 2022, three days per week. Teacher assigned is Mr. Van Ess.
- 10. Approval / Substitute Teacher 2021-2022**
The Superintendent recommended approval of the following substitute at Passaic Valley Regional High School for the 2021-2022 school year. No benefits.
- Ms. Asaro \$115/ per diem as of November 15, 2021
 - Mr. Thomas Danko \$115/ Per diem (coach) pending receipt of criminal history, TB test and Sexual Misconduct forms.
- 11. Approval / Joellen Vitiello, Paraprofessional Resignation**
The Superintendent recommended approval of the resignation of Joellen Vitiello, Paraprofessional, as of November 10, 2021.
- 12. Approval / School Safety and Security Plan Annual Review SOA 2021-2022**
The Superintendent recommended approval of the 2021-2022 School Safety and Security Plan SOA.
- 13. Report of Suspensions**
The Superintendent reported and requested approval of suspensions for September 2021 (revised) and October 2021.
- 14. Approval / Assistant Principal Job Description**
The Superintendent recommended approval of the Assistant Principal job description.
- 15. Approval / Joann Bleuler, ABA CBI Trip Nurse**
The Superintendent recommended approval of Ms. Joann Bleuler as an ABA CBI trip nurse at Passaic Valley Regional High School. One (1) day per week at the rate of \$300.00 per day. Start date to be determined upon receipt of criminal history, TB test and Sexual Misconduct forms.
- 16. Approval / Job Postings**
The Superintendent recommended approval to post for the following immediate open positions: • Full time Teacher of Science • Full time Teacher of Special Education/Teacher of Students with Disabilities.

Education Committee

Mr. Doell made a motion to approve Education Committee items #1-16; seconded by Mr. D'Ambrosio.

Roll Call:

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

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

XIII. FINANCE COMMITTEE

17. Approval of Monthly Bill List - November

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provides 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 were presented to the Board with the recommendation that it be paid:

<u>Date</u>	<u>Check Numbers</u>	<u>Total Amount</u>
11/17/21	Pending	\$ 631,686.10

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.

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 October 2021

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 October 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 October 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.

Finance Committee

19. Approval of 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>
Pomptonian	Invoice # 671101521	1235	\$17,333.17
Heerema	Walk-In Cooler Repair	1236	\$1,282.56
Jay-Hill Repairs	Walk-In Freezer Repair	1237	\$280.00

20. Approval of Line Item Budget Transfers – October 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 October 2021 as presented.

21. Acceptance of Financial Status Report – October 2021

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

22. Acceptance of Revenue Report – October 2021

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

23. Approval 2021-2022 ESEA Title I, Title II and Title III Immigrant Grant - Amendment

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended the Board approve the 2021-2022 ESEA Title I, Title II and Title III Immigrant Grant Amendment.

Ms. Brigati made a motion to approve Finance Agenda items #17-23; seconded by Mr. D’Ambrosio.

Roll Call:

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

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

XIV. OPERATIONS COMMITTEE

24. Approval Use of Facilities

The Superintendent recommended the following use of facilities requests:

- The Little Falls PBA requests to hold their annual Santa Breakfast on 12/11/21 from 9am-12pm in the cafeteria. Will need table set up, access to the kitchen (including coffee maker and oven). Set up the night of 12/10/21. Insurance to be provided and put on file in the Business Office.
- LFAC is requesting using the Farrell Gym for Basketball practice on Wednesday & Thursday nights from 6-9pm from Nov 29 - March 11. Certificate of Insurance will be on file in the Business Office.
- WP Boys & Girls Club is requesting the Farrell Gym Basketball practice on Mondays and Fridays from 6-9pm from Nov 29 - March 11. Certificate of Insurance will be on file in the Business Office.

25. Comprehensive Facilities Maintenance Plan

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended the Board approve the M-1 form, Comprehensive Facilities Maintenance Plan and LRFP worksheet as per the state monitoring guidelines.

26. Approval of Annual Facilities Checklist

The Superintendent, in consultation with the Supervisor of Buildings & Grounds, recommended approval of the Annual Facilities Checklist for the 2021-2022 school year.

27. Approval of Shared Service Agreement – Little Falls Township Purchase of Gasoline

The Superintendent, and the School Business Administrator/Board Secretary, recommended the approval of the shared service with Little Falls Township for the purchase of gasoline.

28. Approval of Vehicle Rental Agreement – Belair Transport

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended the Board retroactively approve the vehicle rental agreement with Belair Transport, Orange, N.J., for a 54 passenger bus at a cost of \$250.00 per day.

29. Approval of Part-Time Bus Driver

The Superintendent, and the School Business Administrator/Board Secretary, recommended the approval of Mr. Michael Campagna as part-time bus driver at a rate of \$22.00 an hour, with no benefits. Mr. Campagna's employment start date is contingent on a successful criminal background check, TB test and Sexual Misconduct review.

OPERATIONS COMMITTEE

Ms. Brigati made a motion to approve Operations Agenda items #24-29; seconded by Mr. D'Ambrosio.

Mr. Yodice clarified Operation Agenda item #24. He stated the request from the Woodland Park Boys and Girls club was made due to the fact the Woodland Park gym was damaged.

Roll Call:

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

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

XV. ATHLETICS AND STUDENT ACTIVITIES

- 30. Approval / Volunteer Wrestling Coaches for the 2021-2022 Season:**
The Superintendent recommended Michael Benvenuti and Louis Racanelli as volunteer wrestling coaches for the 2021-2022 season pending all paperwork & criminal history check.
- 31. Approval / Patricia Giuriceo, Observation Hours**
The Superintendent recommended Patricia Giuriceo for observation hours with our athletic trainer Brendan Byrnes, here at Passaic Valley HS. Patricia is a student at the University of Delaware and currently enrolled in the UD Athletic Training Program. These observation hours will be used toward her academic and clinical requirements and will run from December 2021-February 2022.
- 32. Approval / Thomas Danko, Assistant Ice Hockey Coach 2021-2022**
The Superintendent recommended approval of Thomas Danko, Assistant Ice Hockey Coach, for the 2021-2022 school year. Rate as per PVEA Category 3, Step 4, \$5,533.00. Start date pending receipt of criminal history, TB test and Sexual Misconduct forms.
- 33. Approval / Christopher Birdsall, Assistant Ice Hockey Coach 2021-2022**
The Superintendent recommended acceptance of the resignation of Christopher Birdsall as an Assistant Ice Hockey Coach.
- 34. Approval / Girls' Show Practice Sites 2021-2022**
The Superintendent recommended approval of Girls' Show practice sites for the 2021- 2022 school year.

Mr. D'Ambrosio made a motion to approve Athletics and Student Activities agenda items #30-34; seconded by Ms. Brigati.

Roll Call:

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

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

XVI. COMMITTEE REPORTS

Education Committee

None

Operations Committee

Ms. Brigati stated the Operations Committee met earlier in the evening. She spoke about insurance updates due to Storm Ida; track repairs to continue in the spring after the turf field installation; softball, baseball and soccer field renovations are complete; emergency fence repairs are complete; Hopson Avenue fence replacement started today; and discussion was held on the construction bid for athletic field improvements. Lakeland Bank is financing the project.

Mr. Yodice stated the field turf is being purchased through the consortium and a bid went out for labor and installation.

Mr. Reddin stated a courtesy presentation was given to Little Falls Planning Board by himself, Mr. Gaita and the district's engineer, Suburban Consulting. The Little Falls Planning Board sent correspondence with one (1) recommendation.

Mr. Yodice stated prior to the Little Falls Planning Board meeting, the Operations Committee also met with the engineer who answered questions on the turf field construction and the on-going flooding issues. Permits were approved.

Mr. Yodice stated he would like to have a plan for the Nubia's Bell, which is in memory of alumni, Nubia Reynoso.

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

Mr. Reddin stated he has one (1) legal item for Executive Session for discussion only.

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

XVII. CALL FOR MEMBERS OF THE PUBLIC TO BE HEARD

Mr. Yodice asked if there were any members of the public to heard.

There were no members of the public to be heard.

Mr. Yodice asked for a motion to close the Public Session.

Ms. Brigati made a motion to close the Public Session; seconded by Mr. D'Ambrosio.

XVIII. EXECUTIVE SESSION

Mr. Yodice asked for a motion to go into Executive Session.

Mr. Monahan stated he has one (1) personnel item for Executive Session.

Mr. Reddin stated there is one (1) legal matter for Executive Session and one (1) personnel matter for Executive Session; which should be approximately 15 minutes; no action will be taken.

Mr. Reddin clarified due to the hybrid model of tonight's Board meeting, a quorum will be maintained in Executive Session.

Mr. D'Ambrosio made a motion for Executive Session; seconded by Ms. Brigati.

Roll Call:

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

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

XIX. ADJOURNMENT

Mr. Yodice asked for a motion to adjourn.

Mr. D'Ambrosio made a motion to adjourn; seconded by Ms. Brigati.

Next Meeting

Regular Meeting:
Tuesday, December 7, 2021, 6:00 p.m.
Adra Suchorsky Library
Passaic Valley High School
East Main Street, Little Falls New Jersey