

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

*MINUTES*

**Regular Meeting of the Board of Education  
Tuesday, January 18, 2022**

## **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, January 18, 2022**

The minutes for the regular meeting of the Passaic Valley Regional High School District #1 in the County of Passaic on Tuesday, January 18, 2022, 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 DR. VARCADIPANE, BOARD PRESIDENT AT 7:00 P.M.**

Roll Call:

Ms. Brigati - Yes

Dr. Cathcart – Yes

Mr. D’Ambrosio - Yes

Mr. Damiano - Yes

Mr. D’Angelo – Yes

Mr. Doell – Yes

Mrs. Luker – Absent

Dr. Varcadipane – Yes

Mr. Yodice – Yes

#### **Also Present:**

Bracken Healy, Superintendent of Schools

Colin Monahan, Business Administrator/Board Secretary

Raymond Reddin, Esq., Board Attorney

#### **II. PLEDGE OF ALLEGIANCE**

#### **III. READING OF ANNOUNCEMENT**

Mr. Monahan read the Public Notice.

#### **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.**

**IV. PRESIDENT’S REPORT**

None

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

None

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

Dr. Varcadipane asked for a motion to approve the minutes of the January 4, 2022, Organization and Regular meetings of the Passaic Valley Regional High School District #1 Board of Education.

Mr. D’Angelo made a motion to approve the minutes of the January 4, 2022, Organization and Regular meetings of the Passaic Valley Regional High School District #1 Board of Education; seconded by Mr. D’Ambrosio.

Roll Call:

Mrs. Brigati – Abstain

Dr. Cathcart – Yes

Mr. D’Ambrosio – Yes

Mr. Damiano – Yes

Mr. D’Angelo Yes

Mr. Doell – Yes

Ms. Luker – Absent

Dr. Varcadipane – Yes

Mr. Yodice – Yes

**VII. REPORT OF THE SUPERINTENDENT**

Mr. Healy spoke about expulsionary discipline and Saturday school detention.

Mr. Healy stated during the prior school year there were 340 out-of-school suspensions. He further stated the Saturday detentions and the good choices the students are making have resulted in a drastic drop in suspensions. There has only been two (2) out-of-school suspensions in the last two (2) months.

**VIII. EXECUTIVE SESSION**

Dr. Varcadipane asked Mr. Reddin if there were any items for Executive Session.

Mr. Reddin responded there is one (1) personnel item for Executive Session.

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

None

**X. 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
2122-11	Classroom	None	Counseling and Meeting with Mr. Settembre	None	Not HIB

**2. Approval / Professional Day Request**

The Superintendent recommended approval of the following professional day(s):

Emp. ID #/ Position	Destination	Date/ Location	Benefits/Purpose	Cost
#4351/ Guidance Counselor	University of Tampa (rescheduled from 3/2020) and University of Florida	March 18 & 21	Meet with admissions representative	\$372.75

**3. Approval / December 2021 Student Attendance**

The Superintendent reported the following attendance for December 2021:

Possible number of days school has been open	17.00
Possible number of days attendance	17,325.00
Days absent	880.00
Percent of attendance	95.3%
Average daily attendance	967.35
Average daily enrollment	1,005.72

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

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

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose
1	Class of 2024	Francis/ Van Ess	Chipotle Dine & Donate	Jan 26, 2022/ 5-9pm/ Willowbrook, Wayne, NJ	Raise funds to offset costs for junior cotillion and senior prom.
2	NAHS & Teen Center	Ingraham	Animal Food Drive	Jan - Feb 13, 2022/ On site	Collect donations for Purrs & Pups animal rescue team.
3	NMHS	E. Thornton	Apparel Sale	Jan - Feb 2022 In school	Raise funds for team building and induction ceremony.

**Education Committee**

**5. Approval / Field Trip**

The Superintendent recommended approval of the following field trip:

	<b>Department</b>	<b>Teacher/ Advisor</b>	<b>Event</b>	<b>Date/Time/Location</b>	<b>Purpose</b>
1	FBLA	Kurtishi	Consumer Bowl	Feb 1, 2022/ 9am-Noon / PVHS	Educational Competition to educate students on a variety of consumer issues. Approx. 2 staff and 8 Students Cost to BOE – Substitute teachers

**6. Approval / Supplemental Instruction**

The Superintendent recommended approval of supplemental instruction for the remainder of the 2021-2022 school year for student id #32085 in math for 2 hours per week. Instruction will be provided by Kathleen Wilson.

**7. Approval / Move on the Guide**

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

- ID #4608                      To Step 5    Class 2            as of January 1, 2022

**8. Approval / Revised Tuition Contract**

The Superintendent recommended approval of the revised contract for student id #937326 as student moved to ½ days. Revised tuition retroactive from January 3, 2022 through June 2022 is \$23,045.00.

**9. Approval / 8<sup>th</sup> Grade Placement Test Creation / Revision and Grading**

Superintendent recommended the following persons to perform 8<sup>th</sup> Grade Placement Test Creation/Revision and Grading. Up to 30 hours each, rate \$37.50/hour.

- Susanne Iobst
- Arianna Robeson
- Thomas Deeney
- Kathleen Menake
- Jamie Picarelli
- Kathleen Dellanno

**Education Committee**

Ms. Brigati made a motion to approve Education agenda items 1 -9; seconded by Mr. D'Ambrosio.

Roll Call:

Mrs. Brigati – Yes  
Dr. Cathcart – Yes  
Mr. D'Ambrosio – Yes  
Mr. Damiano – Yes

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

**XI. FINANCE COMMITTEE**

**10. Approval of Monthly Bill List – January Revised**

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:

<u>Date</u>	<u>Check Numbers</u>	<u>Total Amount</u>
01/19/2022	Pending	\$ 2,194,016.60

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.

**11. 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 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, attached are the Board Secretary’s Report and the Cash Reconciler’s Cash report for the month ending December 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 December 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**

**12. 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 # 671112621	1242	\$15,738.96
Pomptonian	Invoice # 671120321	1243	\$10,690.83
Pomptonian	Invoice # 671121021	1244	\$16,248.73
Pomptonian	Invoice # 671121721	1245	\$33,471.36
Pomptonian	Invoice # 671123121	1246	\$21,345.82
Commercial Appliances	Supplies & Repairs Knives	1247	\$1,208.50
Heerema	Freezer Repairs	1248	\$580.40

**13. Approval of Line-Item Budget Transfers – December 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 December 2021 as presented.

**14. Acceptance of Financial Status Report – December 2021**

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

**15. Acceptance of Revenue Report – December 2021**

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

**16. Approval of Transfer – Capital Outlay to Capital Projects**

The Superintendent, in consultation with the School Business Administrator/Board Secretary recommended the Board approve the transfer of \$500,000.00 from Capital Outlay to Capital Projects for the Improvements to the Athletic Field Project.

**Finance Committee**

Mr. Yodice made a motion to approve Finance agenda items 10 - 16; seconded by Mr. D'Ambrosio.

Roll Call:

Mrs. Brigati – Yes  
Dr. Cathcart – Yes  
Mr. D'Ambrosio – Yes  
Mr. Damiano – Yes

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

## **XII. OPERATIONS COMMITTEE**

### **17. 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. William Grotz as an operational staff member for the 2021-2022 school year. Mr. Grotz will begin work on or about, February 1, 2022, at a salary of Step-1 \$41,715.00 (pro-rated) of the contractual Operational Staff salary guide. Mr. Grotz' employment is contingent on a successful criminal history review and TB test.

### **18. Approval of Donations**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended the Board approve the donation of \$9,000.00 from the Passaic Valley H.S. Band Association. This donation will offset the cost of marching band uniforms in the amount of \$12,000.00.

### **19. Approval Use of Facilities**

The Superintendent recommended the following use of facilities requests:

- Griswold Gymnasium – Jr. Hornets Wrestling Club – To host Saturday Scrimmages within the TCJWL. The dates and times for these events are as follows:
  - Saturday 1/29 (3-6pm) and Saturday 2/5 (3-6pm)
  - These youth events have always been approved in the past.
  
- Griswold Gymnasium – To host the NJSIAA District 6 Wrestling Tournament. The NJSIAA has selected PVHS to host the District Wrestling Tournament on Saturday 2/19. This is an all-day tournament running from approximately 7am to 7pm. Passaic Valley previously hosted this event in 2006, 2018 and 2020.

Mr. Damiano made a motion to approve Operation agenda items 17 - 19; seconded by Mr. D'Ambrosio.

Roll Call:

Mrs. Brigati – Yes  
Dr. Cathcart – Yes  
Mr. D'Ambrosio – Yes  
Mr. Damiano – Yes

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

**XIII. COMMITTEE REPORTS**

Dr. Varcadipane asked for Committee Reports.

There were no Committee reports.

**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**

The Board congratulated Senior Brian Whitney for making his 1000<sup>th</sup> point tonight in basketball.

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

None

**XV. EXECUTIVE SESSION**

Dr. Varcadipane asked for a motion to move into Executive Session.

Mr. Monahan stated there is one (1) personnel matter which should take approximately 15 minutes.

Mr. Reddin asked if a Rice Notice was served. Mr. Monahan responded yes, a Rice Notice was served.

Roll Call in Executive Session:

Mrs. Brigati – Yes  
Dr. Cathcart – Yes  
Mr. D'Ambrosio – Yes  
Mr. Damiano – Yes

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

Roll Call out of Executive Session:

Mrs. Brigati – Yes  
Dr. Cathcart – Yes  
Mr. D’Ambrosio – Yes  
Mr. Damiano – Yes

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

Mr. Monahan stated no action was taken.

**XVI. ADJOURNMENT**

Dr. Varcadipane asked for a motion to adjourn.

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

**Next Meeting**

Regular Meeting:  
Tuesday, February 8, 2022, 7:00 p.m.  
Adra Suchorsky Library  
Passaic Valley High School  
East Main Street, Little Falls New Jersey