



**PASSAIC VALLEY
REGIONAL HIGH SCHOOL**

Minutes

**Regular Meeting of the Board of Education
Tuesday, December 10, 2024**

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 December 10, 2024**

The minutes for the regular meeting of the Passaic Valley Regional High School District in the County of Passaic on Tuesday, December 10, 2024, 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. BRIGATI, BOARD PRESIDENT, AT 6:00 P.M.

Roll Call:

Ms. Brigati – Yes	Mr. Damiano - Absent
Mr. Casanovas – Absent	Mr. D’Angelo – Absent
Dr. Cathcart – Absent	Mr. DeLuca - Yes
Mr. D’Ambrosio – 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 10, 2024, 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. D'Ambrosio asked for a motion to approve the minutes of the November 18, 2024 Regular and Executive meeting; seconded by Mr. DeMarco.

Roll Call:

Ms. Brigati – Yes	Mr. Damiano - Absent
Mr. Casasnovas – Absent	Mr. D'Angelo – Absent
Dr. Cathcart – Absent	Mr. DeLuca - Yes
Mr. D'Ambrosio – Yes	Mr. DeMarco – Yes
	Dr. Varcadipane -Yes

Mr. Casasnovas and Mr. Damiano arrived at 6:03

VII. Report of the Superintendent

Dr. Healy reported on two surveys regarding the rotating drop schedule. 88% of the teachers had a positive response and 93% of students had a positive response to the new schedule.

Dr. Healy stated, a negative for the staff is not being able to see their students every day. This is especially difficult for Science and Math classes. These teachers say they do not need more prep time and that more class time allows them to do more activities during class.

Dr. Healy said other results state, the students enjoy the common lunch so they can be with their friends. Juniors and Seniors like being able to leave campus during lunch. The flex period gives them extra time to complete assignments or study. Another positive for the students is not having the same class at the same time every day.

Dr. Healy also mentioned that the custodial staff is doing a great job setting up and breaking down the gym for freshman lunch.

VIII. Student Representatives Report

Student Representative Ana Petrusovski reported that it has been a great school year so far with students working diligently. Winter sports/activities are in full swing. The students are enjoying the more fun aspects of Passaic Valley. Ms. Petrusovski said while the holiday cheer is spreading through Passaic Valley, the students are being respectful and promoting healthy relationships. Ms. Petrusovski said she enjoys the

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flex period but thinks that AP classes could use an extra class instead of the flex period.

IX. Call For Members of the Public To Be Heard

None.

X. Education Committee

1. Report of HIB

The Superintendent reports and requests approval of the following HIB investigation(s):

Incident #	Location	Determination
2425-01	PV/Social Media	not HIB
2425-02	PV/Social Media	not HIB
2425-03	PV/Social Media	not HIB
2425-04	Social Media	not HIB
2425-05	Classroom	HIB
2425-06	Social Media	HIB
2425-07	Classroom	not HIB

2. Approval / November 2024 Suspensions

The Superintendent reports and requests the approval of suspensions for November 2024.

3. Approval / 6th Period Assignment - Algebra I

The Superintendent recommended the approval of a prorated 6th period assignment for Heather Goethe for one section of Algebra I. Retroactive from 11/1/24 - 6/20/25.

4. Approval / Partnership - PV/Bergen ABA Program and Planet Fitness

The Superintendent recommended a partnership between the PV/Bergen ABA program and Planet Fitness. Funding will be allocated through the ABA student activity fund.

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
938514	11/26/24	Approx. 1 week	Learnwell

6. Approval / 2024-2025 Out of District Contracts

The Superintendent recommended the Board of Education approve the following out of district contracts(s):

Student ID	Location	Duration	Cost
938414	Chancellor Academy 7 Industrial Road, Unit 203-A Pequannock, NJ 07440	12/09/24 - 06/20/25	Tuition: \$54,638.85
2003111	Chancellor Academy 7 Industrial Road, Unit 203-A Pequannock, NJ 07440	12/09/24 - 06/20/25	Tuition: \$54,638.85

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7. Approval / November Student Attendance

The Superintendent recommended the approval of the November 2024 student attendance.

Possible number of days school has been open	16
Possible number of days attendance	17,396.00
Days absent	890.00
Percent of attendance	94.90%
Average daily Enrollment	1,087.00

8. Approval / Field Trip

The Superintendent recommended the approval of the following field trips:

Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose	Cost to BOE / Student
SLE Class	Kurtishi	Understanding Finance Topics	12/9/24 9:00-10:30am Valley National Bank, Little Falls, NJ	Learn about savings and checking accounts, and opening up a credit card.	1 - Sub 1 - PV Bus
Drama Club	Shue McMahon Surace Deluccia	Buck's County Theater Festival	4/10/25 7:00am-9:00pm 70 S. Main St New Hope, PA	Annual Student Theater Festival Workshop and Competition	3 - Subs
Drama Club	Shue McMahon Surace Deluccia	Urinetown Musical	02/13/25 9:00am-2:00pm NYC Center NY, 10019	Attending the Urinetown show and meeting the cast to inspire our own cast in preparing for Urinetown as the Spring Musical.	3 - Subs

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9. Approval / Fundraiser(s)

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

Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose
National Art Honor Society	Ingraham	Holiday Card Sale	12/9/24 6:00pm Holiday Show 4 Tables in Center Hall	Raise money for Induction Ceremony
Class of 2026	Kurtishi / Goethe	Panera Fundraiser	12/18/24 4:00-8:00pm Willowbrook Blvd, Wayne, NJ	Raise money for Cotillion and Senior Event
Track & Field	Getz	Holiday Chocolate & Candy Online Sale	12/02/24 - 12/16/24 Online Store	Raise money for senior gifts and new record board
Class of 2026	Kurtishi / Goethe	Can Shake Shoprite Little falls	5/4/2025 Shoprite Little Falls, NJ	Raise money for Cotillion and Senior Event
Class of 2027	Joseph / Feinstein	Online Apparel Sale	12/10/24-01/03/25 Online Store	Raise money for Class of 2027 events and activities
Wrestling	J. Wassel	Snap Raise Online Crowdfunding	12/11/24-12/30/24 Online Store	Raise money for end of season dinner and volunteers
Boys Basketball	Rosser	Snap Raise Online Crowdfunding	12/11/24-12/30/24 Online Store	Raise money for end of season dinner and volunteers

10. Approval / Professional Day

The Superintendent recommended the approval of the following staff professional days:

Staff	Dates	Event/Destination	Purpose	Cost
Pasquariello	11/22/24	Ramapo College, Mahwah, NJ	Learn about Student Success Initiatives for Diverse Populations	N/A
Morris	12/6/24 ½ day AM	Passaic County SAC Networking Meeting William Paterson University, Wayne, NJ	Information on Renfrew Program, SAC Networking	N/A

11. Approval / Rescind Appointment - Leave Replacement Teacher of English

The Superintendent recommended rescinding the appointment of Gay Boyle as Leave Replacement Teacher of English for employee #4621. Anticipated 1/2/2025 - 3/26/2025 at the rate of \$125.00/day, no benefits.

12. Approval / 2024-2025 Substitute Teachers

The Superintendent recommended the approval of the following substitute teachers at the per diem substitute rate for the 2024-2025 school year. Start date pending receipt of issued substitute certificate, criminal history and tb test.

- John Rich
- Erik Getz

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13. Approval / Part-time ABA Paraprofessional

The Superintendent recommended the approval of the following persons for the position of part time ABA Paraprofessional and Bus Aide, at \$23.00 per hour, not to exceed 29.5/hr per week.

- Alexandra Domaleski

14. Approval / Employee #4621 Leave of Absence

The Superintendent recommended the Board of Education approve the following leave of absence for employee # 4621.

Dates	Coverage	Amount of Time
01/02/25 - 01/03/25	Paid Personal/Vacation/Sick Leave	2 days
01/06/25 - 03/28/25	Federal Medical Leave Act NJ Family Leave Act Unpaid Leave	12 weeks

15. Approval / 6th Period Stipend - English

The Superintendent recommended approval of prorated 6th period assignments for internal coverage for employee #4621. Anticipated 1/2/25-3/28/25.

- Hurta
- McMahon, A.
- Miele
- Picarelli

16. Approval / Employee #4191 Administrative Leave

The Superintendent recommended employee #4191 be placed on administrative leave, with pay, effective November 21, 2024.

17. Approval / 6th Period Stipend - Science

The Superintendent recommended approval of prorated 6th period assignments for internal coverage for employee #4191.

- Haimowitz
- S. Iobst
- Phillian
- Kornitzer

18. Approval / 2024-2025 Reporting

The Superintendent recommended approval of the following state reports:

- Title I Comparability Report
- Title I Performance Report

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19. Approval / Travel Expense - 2025 NJASA Techspo Annual Workshop

The Superintendent, in consultation with the School Business Administrator, recommended the Board approve the travel expenses for the 2025 NJASA Techspo Annual Workshop in Atlantic City for Mr. Clementi and Dr. Healy.

Mr. Casasnovas made a motion to approve Education items 1 – 19; seconded by Mr. D’Ambrosio.

Roll Call:

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

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

XI. Finance Committee

20. Approval of December Bill List

WHEREAS, N.J.S.A. 18A:19, Expenditure of Funds; Audit and Payment of Claims, provided 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
12/11/24	Pending	\$898,658.45

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.

21. 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

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, 2024, for the Board to accept; NOW THEREFORE BE IT RESOLVED, the Passaic Valley Regional High School Board of Education acknowledges receipt of and accepted the Board Secretary’s Report and the Cash Reconciler’s Cash report for the month ending October 31, 2024; 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.

22. Approval of Line-Item Budget Transfers – October 2024

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

23. Acceptance of Financial Status Report – October 2024

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

24. Acceptance of Revenue Report – October 2024

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

25. 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:

Vendor	Description	Check #	Amount
Pomptonian	Inv#671111524	1456	\$20,518.62
Pomptonian	Inv#671112224	1457	\$17,692.93
Solution Tek	Refrigerator Repairs	1458	\$ 510.00
Hubert	Food Cart	1459	\$ 295.25
Hubert	Food Cart Shipping	1460	\$ 41.52

26. Approval of Northern Region Educational Services Commission for Transportation

The Superintendent, in consultation with the School Business Administrator, recommended retroactive approval to enter into an agreement with the Northern Region Educational Services Commission for the 2024-2025 school year as follows.

Route#	School (s)	Contractor	No. of Students	Estimated Cost Per Route (incl. surcharge)	Date
3134	High Point School of Bergen Co	Omar Transportation	1	\$1,103.33 + 66.20	7/8/24 - 8/7/24

27. Approval of Budget Calendar - 2025-2026

The Superintendent, in consultation with the Business Administrator, recommended the approval of the 2024-2025 budget calendar.

Dr. Varcadipane made a motion to approve Finance items 20 – 27; seconded by Mr. D’Ambrosio.

Roll Call:

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

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

XII. Operations Committee

28. Approval / Use of Facilities

The Superintendent 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.

#	Department	Requested by	Area	Equipment	Date/time	Purpose
1	Woodland Park Recreation Department	Joe Benvenuti	Farrell Gym	N/A	Available weeknights 12/11/24 - 2/24/25 6:30-9:30pm	Travel Basketball Program
2	PASCO Soccer Club	Dave Vivino	Turf Field	N/A	Every Tuesday 3/18/25 - 6/17/25 6:30-9:30pm	Spring League Soccer Practice

29. Approval / Rae Alex, Confidential Administrative Assistant to the Superintendent Resignation

The Superintendent recommended the approval of the resignation of Ms. Rae Alex, Confidential Administrative Assistant to the Superintendent. Effective 12/31/24.

30. Approval / Health & Safety Evaluation of School Buildings Checklist & SOA

The Superintendent, in consultation with the Business Administrator & Supervisor of Buildings & Grounds, recommended the approval of the Annual Health & Safety Evaluation of School Buildings Checklist & SOA for the 2024-2025 school year.

31. Approval / to Sell or Dispose

The Superintendent, in consultation with the School Business Administrator and Supervisor of Building and Grounds recommended the approval to sell on NJ Gov Deals or dispose of the following vehicles:

- 12 Chairs
- Small Safe

32. Approval / Wall Pads

The Superintendent, in consultation with the School Business Administrator and Supervisor of Buildings and Grounds recommended the approval to purchase and install wall pads for the Wrestling Gym in the amount of \$27,499.62 from Lee Distributors, Ed Data Bid #12288. Monies are budgeted in 2024-2025 Capital Outlay.

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Mr. Damiano made a motion to approve Operations items 28 - 32; seconded by Mr. D'Ambrosio.

Roll Call:

Ms. Brigati – Yes
Mr. Casanovas – Yes
Dr. Cathcart – Absent
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

33. Approval / Revised Girls' Show Practice Site 2024-2025

The Superintendent recommended the approval of Girls' Show practice sites for the 2024-2025 school year. Proof of insurance will be filed with the Business office.

Mr. D'Ambrosio made a motion to approve Athletics and Activities item 33; seconded by Mr. DeMarco.

Roll Call:

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

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

XIV. Committee Reports

Attorney's Report

Mr. Reddin has 1 item for executive session.

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

Mr. Monahan reported that the Architect specifications/schematics for the bathrooms renovations should be in to the State by the end of the month/beginning of January.

Mr. Monahan also stated he has been in discussion with the district auditor and monies from June 30, 2024 in the amount of one million will be transferred into the Capital Reserve account.

Call For Members of The Public To Be Heard

None.

XV. Executive Session

Mr. Reddin has one legal item and Mr. Monahan has one personnel item for Executive Session. Executive session will be held for approximately 10 minutes.

Roll Call:

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

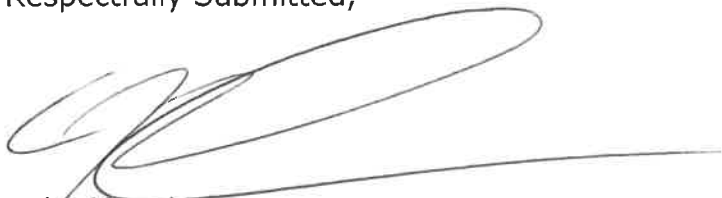
Mr. Damiano - Yes
Mr. D’Angelo – Absent
Mr. DeLuca - Yes
Mr. DeMarco – Yes
Dr. Varcadipane -Yes

XVI. Adjournment

Ms. Brigati asked for a motion to adjourn.

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

Respectfully Submitted,



Colin Monahan

Next Meeting

Re-organization / Regular Meeting:
Tuesday, January 7, 2025, 7:00pm
Adra Suchorsky Library
Passaic Valley High School
100 East Main Street
Little Falls, New Jersey