Passaic Valley Regional High School District

MINUTES

Regular Meeting of the Board of Education Tuesday, February 28, 2023

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, February 28, 2023

The minutes for the regular meeting of the Passaic Valley Regional High School District #1 in the County of Passaic on Tuesday, February 28, 2023, held in the Adra Suchorsky Library at the Passaic Valley High School located at East Main Street, Little Falls, New Jersey, 07424.

I. <u>CALL TO ORDER BY MR. DAMIANO, BOARD PRESIDENT,</u> <u>AT 7:30 P.M.</u>

Roll Call:

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

Dr. Varcadipane - Absent

Also Present:

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

Mona Arnous, Student Representative

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 6, 2023, 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. 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. <u>ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD OF EDUCATION</u>

None

VI. APPROVAL OF MINUTES OF PREVIOUS MEETING

Mr. Damiano asked for a motion to approve the Minutes of January 31, 2023.

Ms. Brigati made a motion to approve the Regular Minutes of January 31, 2023; seconded by Mr. D'Ambrosio.

Roll Call:

Ms. Brigati – Yes
Mr. Casasnovas – Yes
Mr. D'Angelo – Yes
Dr. Cathcart – Yes
Mr. D'Ambrosio – Yes
Mr. Doell – Abstain
Dr. Varcadipane - Yes

VII. REPORT OF THE SUPERINTENDENT

Dr. Healy reviewed the School Safety District Data report and HIB report for the first reporting period (September – December). He stated there are two (2) alleged HIBs which are unfounded. HIBs are considerably down for the past few years. Students are making better choices; there are less reports of bullying, harassment and intimidation.

Dr. Healy stated for the first time in 10 years there is a reduction of students going to PCTI. Passaic Valley was approaching 400 students and next year the district will be sending 367 students to PCTI. He further stated this is especially significant since PCTI just opened up the BioTech building where they will be taking 800 additional students. Passaic Valley is the only school in Passaic County that saw a reduction in enrollment.

VIII. STUDENT REPRESENTATIVE REPORT

Mona Arnous, Student Representative, stated this year's school environment has been amazing. She further stated Passaic Valley has only improved.

IX. CALL FOR MEMBERS OF THE PUBLIC TO BE HEARD

Mr. Damiano asked for a motion to open the floor to the public.

Mr. D'Ambrosio made a motion to open the floor to the public; seconded by Mr. Doell.

No one responded.

Ms. Brigati made a motion to close the meeting to the public.

X. <u>EDUCATION COMMITTEE</u>

1. Approval/Home Instruction 2022-2023

The Superintendent recommended approval of the following Home Instruction:

ID	Instruction
2001538	St. Clare's Hospital / Behavioral Health \$55.00/hour
33900	PHP Program – Aspire counseling

2. Approval/Fundraiser(s)

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

_	reacner/	_		_
Department	Advisor	Event	Date/Time/Location	Purpose
	1-6	Autism Walk	4/23/23	Raise fund

	Department	Auvisoi	LVCIIC	Dutc, Tillic, Location	i di pose
1	ABA	Johnson (Bergen)	Autism Walk Fundraiser	4/23/23 9am-12pm PV Track	Raise funds for ABA programing events. Walk will be on our track.
2	Baseball	Tiseo	Snap Raise	3/1/23 - 3/31/23 Online	Acquire funds to offset end of season dinner and awards.
3	Softball	Hill	"Chicago 9 Tribute Band "Concert	3/31/23 7:30pm PV Auditorium	Raise funds for apparel and end of year activities.

3. <u>Approval/ January 2023 Student Attendance</u>

The Superintendent recommended approval of the January 2023 student attendance.

Possible number of days school has been open	20.00
Possible number of days attendance	20,603.00
Days absent	799.00
Percent of attendance	96.1%
Average daily Enrollment	1,030.15

4. Approval / Claire Domicolo, Rescind Appointment

The Superintendent recommended rescinding the appointment of Claire Domicolo as a part-time paraprofessional.

Education Committee

5. Approval/Field Trip

The Superintendent recommended approval of following field trip: **Teacher/**

	Department	Advisor	Event	Date/Time/Location	Purpose
1	Sports & American Society	DeSalvo	NJ Jets Business Day	4/24/23 8am-1:30pm Met Life Stadium Rutherford, NJ	Enhance course curriculum and provide students with an inside look at and NFL organization. Approx 15 students, 2 staff Cost to BOE 2 substitutes
2	Culinary Arts	Geleta	Mo & Jay Bakery	TBD (3/31/23, 4/4/23 4/5/23) 10am-2:30pm Main Street, Little Falls, NJ	Enhance course curriculum - will observe how to prepare pastries with a first hand look being a small business owner. Approx 13 students 1 staff Cost to BOE substitute
3	CITVC	Menake	Liberty Science Center Video Conference calls	3/8,14,28/23 5/11,17/23 Various Time In School – Room 207	Each day will provide a 2 hour videoconference on a topic (covering Live from a kidney transplant 2x, Meet the surgeon heart transplant, Neonatal, Live from Robotic Surgery. Open to interested students. Cost to BOE \$1,387.50 (5 sessions @ \$277.50 per session)

6. <u>Approval / Professional Day</u>

The Superintendent recommended the Board approve the following staff professional days:

- Ms. Morris, SAC to attend the ASAP NJ Annual Conference at the Holiday Inn East Windsor, NJ 3/9,10/23 Cost to district \$351.52
- Ms. Voorhis and Ms. O'Brien Montclair State University Educators' Exchange, MSU University Hall Conference Center 3/30/23. No cost to district.
- Ms. Voorhis, 3/7/23 to attend the Passaic County Curriculum Consortium meeting at WPU. No cost to district

7. Approval / Anthony Manna, Part-Time ABA Paraprofessional, Bus Aide

The Superintendent recommended Anthony Manna as a part-time aba paraprofessional and bus aide. Rate \$22.00/hour not to exceed 29.5 hours/week, no benefits. Start date upon receipt of criminal history, sexual misconduct forms, TB test and required paperwork.

Education Committee

8. <u>Approval / Joanne Bleuler, Part-Time ABA CBI Trip Nurse</u>

The Superintendent recommended Joanne Bleuler as a part-time ABS CBI trip nurse for the 2022-2023 school year. Rate \$60.00/hour not to exceed 20 hours, no benefits.

9. <u>Approval / Permanent Substitute Instructional Paraprofessional / ABA Program Position</u>

The Superintendent recommended approval of the *Permanent Substitute Instructional Paraprofessional* position at the rate \$25.00/hour.

10. <u>Approval / Victoria Hunt, Permanent Substitute Instructional</u> <u>Paraprofessional / ABA Program</u>

The Superintendent recommended approval of Victoria Hunt as a permanent substitute instructional paraprofessional. Rate \$25.00/hour; start date 3/1/23.

11. Approval /Clinical Placements

The Superintendent recommended approval of the following clinical placements:

- Kristina Hilla, Caldwell University. 3 observation hours, J. Francisco supervising
- Shannon DiChristina, FDU. 2 semesters (9/5/23 12/22/23; 1/22/24 5/3/24.) K. McMaster supervising

12. Approval /2023-2024 Academic Calendar

The Superintendent recommended approval of the 23-24 academic calendar.

13. Approval / Edward Yilmaz, Non-Tenure Maternity Leave Replacement

The Superintendent recommended approval of Mr. Edward Yilmas a non-tenure track physics maternity leave replacement for teacher #4717. Start date 3/6/2023-6/22/23. Step one class one prorated, no benefits. Start date pending receipt of criminal history, certificate verification, TB test and sexual misconduct forms.

14. Approval / Mark Philhower, Non-Tenure Maternity Leave Replacement

The Superintendent recommended approval of Mr. Mark Philhower an AP Calculus non-tenure track maternity leave replacement for teacher #4717. Start date 3/6/23-6/22/23. Hourly PVEA contractual instructional rate, no benefits.

15. Approval/January 2023 Suspensions

The Superintendent recommended approval of January 2023 suspensions.

16. Approval /2022-2023 Academic Calendar, Revised

The Superintendent recommended approval of the revised 2022-2023 academic calendar.

Education Committee

17. Approval / Employee ID #4241 Medical Leave

The Superintendent recommended the Board of Education approve the following leave for employee #4241.

Dates	Coverage	Amount of Time
	Paid Sick Leave	
3/27/23-6/9/23	Federal Medical Leave Act	10 weeks
3/6/23-6/2/23	NJ Family Leave Act	12 weeks
	Unpaid Leave	

18. Approval / Sept. 1 - Dec. 31, 2022, Student Safety Data Report

The Superintendent recommended approval of the Sept. 1 – Dec. 31, 2022, Student Safety Data Report.

19. Approval/ 2023-2024 Social Work Student Intern

The Superintendent recommended approval of Montclair State University's Social Work Student Intern, Ms. Rachel Rotolo, for the 2023-2024 year. Beginning September 2023 and terminating April 2024, not to exceed 21 hours per week. Supervising teacher TBD. Ms. Rotolo will submit fingerprints and any additional documents as required before her start.

Dr. Cathcart made a motion to approve Education items 1 - 19; seconded by Mr. D'Ambrosio.

Roll Call:

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

XI. FINANCE COMMITTEE

20. Approval of Monthly Bill List – February

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:

Date	Check Numbers	Total Amount
02/28/23	Pending	\$ 698,680.95

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 January 2023

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 January 31, 2023, 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 January 31, 2023; and

Finance Committee

(#21 Continued)

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 - January 2023

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 January 2023, as presented.

23. <u>Acceptance of Financial Status Report – January 2023</u>

The Superintendent, in consultation with the School Business Administrator/Board secretary recommended the Board accept the Financial Status Report for the month of January 2023, as presented.

24. <u>Acceptance of Revenue Report – January 2023</u>

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended the Board accept the Revenue Report for the month of January 2023, 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 # 671012723	1311	2,908.16
Pomptonian	Inv # 671020323	1312	17,171.17
Pomptonian	Inv # 671021023	1313	14,406.03
Solution Tek	Fryer Repairs	1314	580.12

26. Approval of Additional Compensatory Special Education Aid 2022-2023

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended approval of the Compensatory Special Education aid in the amount of \$184,518.00 for the 2022-2023 school year.

Finance Committee

27. Approval / South Bergen Jointure Commission for Transportation

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended approval to enter into agreements with the South Bergen Jointure Commission and Northern Region Educational Services Commission for the 2022-2023 school year as follows:

Route#	School (s)	Contractor	No. of Students	Estimated Cost Per Route (incl. surcharge)	Date
2652	South Bergen Jointure Comm.	Omar Transportation	1	54,000.00 + 1,620.00	9/7/22 – June 2023
Q2812	Venture Program - BCSS	York Transportation	1	13,611.00 + 408.33	2/1/23 - 3/31/23

Dr. Cathcart made a motion to approve Finance items 20 - 27; seconded by Mr. D'Ambrosio.

Roll Call:

Ms. Brigati – Yes
Mr. Casasnovas – Yes
Dr. Cathcart – Yes
Mr. D'Angelo – Yes
Mr. D'Angelo – Yes
Mr. DeLuca - Yes
Mr. Doell – Yes

XII. OPERATIONS COMMITTEE

28. Approval of 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.

• **PASCO Soccer Club** is requesting use of the field and Lights on the dates below. Cost \$150.00/per hour for field and \$100.00/per hour for use of lights if needed. Proof of insurance must be on file with Passaic Valley Regional High School before date of the first event. Hourly rate per policy.

Sun	5/14/23	5-8pm	Pasco
	5/28/23	5-8pm	Pasco
Sun	6/25/23	5-8pm	Pasco

- Totowa PAL Travel Soccer Program PV United is asking for use of the Farrell Gym for indoor practices on (5) Sunday mornings from 9am 12pm. Dates are from March 5 to April 2.
- **LF Recreation Dept** is looking to host their K-2 Track program on (6) Sunday mornings from April 16 to May 21. The time of these practices will be 9am to 11am.
- **Tri-Town Track & Field** is looking to use the PVHS track on Thursdays from 6:30pm-9:30pm starting on May 4. This program is going to act as a feeder program for the PVHS Track Teams. They will practice once a week from May 4 to June 15. PVHS Track Coach Erik Getz will be involved with this program to ensure there are no conflicts with track usage and PVHS events. Coach Getz and Mr. Benvenuti will schedule appropriately.
- **Tri-Town Track & Field** is looking to use the PVHS Track to host (3) meets with other recreational youth track teams. Dates and times TBD working around the PVHS event schedule. Coach Getz and Mr. Benvenuti will schedule appropriately.
- Passaic Valley HS and The Big North Conference will host the divisional track and field relays at Passaic Valley HS on May 3, 2023. This event will have 12 teams competing on the PVHS track and field areas from 3pm until 7pm approximately.
- **Jr Police Academy** will hold a helicopter landing for the class using the field at the end of Hobson Ave., Little Falls, NJ. Date of exercise is June 29, 23 at 12pm. Approx 30 attendees. Contact Cpl Jon Vanak.

Operations Committee

29. <u>Approval / Mr. Monahan NJASBO Annual Conference Travel Expense</u>

The Superintendent recommended approval for Mr. Colin Monahan, Business Administrator/Board Secretary to attend the annual NJASBO annual conference in Atlantic City, NJ on June 6-9, 2023. Registration fee: \$275.00, Travel, Lodging, Mileage, Meals and Fees.

30. Approval / Mr. Gaita & Mr. Joyce NJSBGA Annual Conference Travel Expense

The Superintendent recommended approval for Mr. Mario Gaita, Supervisor of Buildings and Grounds and Mr. Joyce, PVCOS to attend the annual NJSBGA annual conference in Atlantic City, NJ on March 9-12. Registration fee: \$325.00 per person, Travel, Lodging, Mileage, Meals and Fees.

31. Approval of ESSER III Funds – Outdoor Furniture

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended the Board approve the purchase of 30 polywood outdoor Adirondack chairs from Home Depot in the amount of \$5,074.50. These monies will be charged to ESSER III #20-487-200-600-007600-050.

Mr. D'Ambrosio made a motion to approve Operations items 28 - 31; seconded by Ms. Brigati.

Roll Call:

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

XIII. <u>ATHLETICS AND STUDENT ACTIVITIES COMMITTEE</u>

32. Approval / 2022-2023 Softball Schedule D Coaching Resignations

The Superintendent recommended approval of the following resignations:

- Kathleen McMaster, Asst. Softball Coach
- Vanessa Lenoir Asst. Softball Coach

33. Approval / 2022-2023 Softball Schedule D Coaching Assignments

The Superintendent recommended approval of the following appointments pending receipt of criminal background, Sexual Misconduct forms and TB test where necessary.

- Michael O'Brien Asst. Softball Coach
 Salary = \$5,533 = Schedule D, Category 3, Step 4
- Kara Mancini Asst. Softball Coach
 Salary = \$5,533 = Schedule D, Category 3, Step 4
 Pending background check and certifications

34. Approval / 2022-2023 Softball Volunteer Coaching Assignments

The Superintendent recommended approval of the following volunteer coaches pending receipt of criminal background, Sexual Misconduct forms and TB test where necessary:

- Kathleen McMaster
- Heather Goethe
- Erin Wilks
- Leona Toole
- Vanessa Lenoir
- Alyssa Bernardo
- Monica Fontana
- Madison Leech

Mr. Casasnovas made a motion to approve Athletics and Student Activities items 32 - 34; seconded by Ms. Brigati.

Roll Call:

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

XIV. POLICY COMMITTEE

35. Approval / Policy Adoption

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

P 1648.11 P 1648.13 P 0152	The Road Forward COVID-19 – Health and Safety (M) (Abolished) School Employee Vaccination Requirements (M) (Abolished) Board Officers (Revised)
P 0161	Call, Adjournment, and Cancellation (Revised)
P 0162	Notice of Board Meetings (Revised)
P & R 2423	Bilingual and ESL Education (M) (Revised)
P 2425	Emergency Virtual or Remote Instruction Program (M) (Revised)
R 2425	Emergency Virtual or Remote Instruction Program (M) (New)
P & R 5200	Attendance (M) (Revised)
P 5512	Harassment, Intimidation, or Bullying (M) (Revised)
P 8140	Student Enrollments (M) (Revised)
R 8140	Enrollment Accounting (M) (Revised)
P & R 8330	Student Records (M) (Revised)
R 8420.2	Bomb Threats (M) (Revised)
R 8420.7	Lockdown Procedures (M) (Revised)
R 8420.10	Active Shooter (M) (Revised)
P 1400	Job Description: Permanent Substitute Instructional Paraprofessional /
	ABA Program

Mr. D'Angelo made a motion to approve Policy item 35; seconded by Mr. D'Ambrosio.

Roll Call:

Ms. Brigati – Yes
Mr. Casasnovas – Yes
Mr. Casasnovas – Yes
Dr. Cathcart – Yes
Mr. D'Angelo – Yes
Mr. DeLuca - Yes
Mr. Doell – Yes

XV. COMMITTEE REPORTS

Ms. Brigati stated a Negotiations Committee meeting was held on February 15th. She stated the committee reviewed and discussed the following items: front sign; landscaping; chemistry and classroom renovations; she further stated Mr. Gaita will be receiving quotes.

Ms. Brigati stated the District will be receiving quotes to purchase lunch tables for the block schedule in the Griswold gym.

Ms. Brigati stated Dr. Healy reviewed with the committee to purchase eight (8) Adirondack chairs from Home Depot for outdoor seating; more Adirondack chairs will be purchased through ESSER funds which has already been budgeted.

Ms. Brigati stated Dr. Healy spoke to the committee with reference to ABA aides; a permanent substitute position has been created at a rate of \$25.00 an hour. Mr. Monahan stated the District is reviewing the budget for a potential hourly salary increase for aides in the 2023/2024 school year.

Ms. Brigati stated Dr. Healy spoke to the committee with reference to the Hulu/Netflix film company, stating the company is very interested in using the Passaic Valley campus. Once a contract is completed, Mr. Reddin will review it and then it will be presented to the Board for approval.

Mr. Monahan stated the Negotiation committee also spoke about the dance studio classroom. Mr. Gaita is receiving quotes.

Mr. Casasnovas gave the Board an update on sports and the performance of each team.

Mr. D'Angelo stated a committee meeting was held and there was discussion on the same topics spoken about by Ms. Brigati and Mr. Monahan.

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

XVI. CALL FOR MEMBERS OF THE PUBLIC TO BE HEARD

Mr. Damiano asked for a motion to open the meeting to the public.

Mr. D'Ambrosio made a motion to open the floor to the public; seconded by Mr. Doell.

No one responded.

Ms. Brigati made a motion to close the meeting to the public.

XVII. EXECUTIVE SESSION

None

XVIII. ADJOURNMENT

Mr. Damiano asked for a motion to adjourn.

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

Next Meeting

Regular Meeting:
March 14, 2023
Adra Suchorsky Library
Passaic Valley Regional High School
East Main Street, Little Falls New Jersey