

**Passaic Valley Regional High School District**

**Minutes of the Re-Organization Meeting  
of the Board of Education  
Tuesday, January 3, 2023**

**I. ROLL CALL**

Roll Call:

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

Mr. Damiano - Yes  
Mr. D’Angelo – Yes  
Mr. Doell - Yes  
Dr. Varcadipane - Yes

**II. CALL TO ORDER**

Mr. Monahan, Board Secretary, called the meeting to order.

**III. PLEDGE OF ALLEGIANCE**

**IV. SUNSHINE LAW NOTICE**

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 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.

**V. ANNOUNCEMENT OF RESULTS OF THE 2022 ANNUAL SCHOOL ELECTION**

Mr. Monahan read the Annual School Board Election results of November 8, 2022, for a three-year term, which are as follows:

<b>Township</b>	<b>Candidate</b>	<b>Results</b>
Borough of Totowa	Peter D’ANGELO	2,276
Borough of Woodland Park	Daniel CASASNOVAS	2,305
Borough of Woodland Park	Lou DELUCA	2,650

**RE-ORGANIZATION AGENDA**

**VI. OATH OF OFFICE ADMINISTERED TO THE ELECTED BOARD MEMBERS**

Mr. Monahan stated at this time the Oaths of Office will be administered.

Mr. Monahan asked Mayor Kazmark of Woodland Park to administer the oaths to Mr. Casasnovas and Mr. DeLuca. The oaths were administered.

Mr. Monahan congratulated Mr. Casasnovas and Mr. DeLuca.

Mr. Monahan asked Senator Corrado to administer the oath to Mr. D’Angelo. The oath was administered.

Mr. Monahan congratulated Mr. D’Angelo.

Mr. Monahan took a roll call.

Roll Call:

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

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

**VII. ELECTION OF PRESIDENT OF THE BOARD OF EDUCATION**

Mr. Monahan, Board Secretary, opened the floor for nominations for the Office of President of the Board of Education. The Board President shall assume the Chair to conduct the remainder of the meeting.

Mr. Doell nominated Mr. Damiano for Board President; seconded by Ms. Brigati.

Mr. Monahan stated seeing no other nominations, closed the nominations.

Roll Call:

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

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

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Mr. Damiano thanked everyone for their vote of confidence to lead the Board of Education for the 2022-2023 school year. He thanked Dr. Varcadipane for the great job he did as President of the Board of Education for the 2021-2022 school year. He also thanked Dr. Healy and the administration for moving the school in the right direction.

**VIII. ELECTION OF VICE-PRESIDENT OF THE BOARD OF EDUCATION**

The Board President opened the floor for nominations for the office of Vice-President of the Board of Education.

Mr. Damiano nominated Mr. Doell for Vice-President; seconded by Ms. Brigati.

Mr. Damiano stated seeing no other nominations, closed the nominations.

Roll Call:

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

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

**IX. APPOINTMENT OF COMMITTEE MEMBERS**

Mr. Damiano appointed the following committees:

<b>Committee</b>	<b>Chair</b>	<b>Member</b>	<b>Member</b>
Education	Dr. Cathcart	Ms. Brigati	Dr. Varcadipane
Operations	Mr. D’Ambrosio	Mr. Doell	Mr. DeLuca
Finance	Dr. Varcadipane	Dr. Cathart	Ms. Brigati
Athletic/ Student Activities	Mr. Casasnovas	Mr. D’Ambrosio	Mr. Doell
Public Relations/ Student Welfare	Mr. DeLuca	Dr. Cathcart	Mr. D’Angelo
Policy	Mr. D’Angelo	Dr. Cathcart	Mr. DeLuca
Negotiations	Ms. Brigati	Mr. D’Ambrosio	Mr. Doell
Technology	Mr. Doell	Mr. D’Angelo	Mr. Casasnovas

Passaic County & NJ School Board Association: Mr. D’Angelo

Liaison to Hall of Fame: Mr. Casasnovas

PRESIDENT SITS ON ALL COMMITTEES

**Re-organization Agenda**

**X. ANNUAL MOTIONS AND DESIGNATIONS:**

**1. APPROVAL DESIGNATION OF NEWSPAPERS: (THE NORTH JERSEY HERALD AND NEWS AND THE RECORD)**

WHEREAS, Chapter 231 of the Public Laws of NJ (1975) known as, the "Open Public Meetings Act" requires notification of meetings of public bodies, as therein defined, in the manner therein set forth;

BE IT RESOLVED, that the Board of Education of the Passaic County Regional High School District designates The North Jersey Herald and News and The Record, both daily publication, are hereby designated as its official newspapers for the publication of legal notices and advertisements.

**2. APPROVAL / DESIGNATION OF DEPOSITORY OF STUDENT ACTIVITY AND ATHLETIC OFFICIAL ACCOUNT – SCHOOL ACCOUNTS**

BE IT RESOLVED, that the Board of Education of the Passaic County Regional High School District, designated Lakeland Bank as the depositories for the Student Activity, Athletic Official and Athletic Account of the Board of Education, and

BE IT FURTHER RESOLVED that all checks, drafts, notes or orders drawn against these accounts be signed by at least two of the following:

Director of Athletics  
Superintendent of Schools  
School Business Administrator/Board Secretary

BE IT FURTHER RESOLVED, those signatures above shall be duly certified to the official depositories and that no checks, drafts, notes, wire transfers or orders drawn against said official depositories are valid unless so signed.

BE IT FURTHER RESOLVED, that no other bank accounts are authorized at the school level except for those so identified above without formal resolution by the Board of Education of the Passaic County Regional High School District.

**Re-organization Agenda**

**3. APPROVAL / DESIGNATION OF OFFICIAL DEPOSITORY OF SCHOOL MONIES  
- DISTRICT ACCOUNTS**

BE IT RESOLVED, that the Board of Education of the Passaic County Regional High School District, designated, the following official depositories of school monies for said accounts:

List of Depositories:

*Lakeland Bank:*

Athletic Fundraising Account  
Athletic Officials Account  
Current Account  
Cafeteria Account  
Capital Account  
Flexible Spending Account  
Payroll Account  
Payroll Agency Account  
Petty Cash Account  
Scholarship Account  
Student Activity Account  
Unemployment Account

BE IT FURTHER RESOLVED, that all checks, drafts, notes, wire transfers or orders drawn against the Authorization Account and the Improvement Account are signed by the following:

- Board President
- Superintendent of Schools
- School Business Administrator/Board Secretary

BE IT FURTHER RESOLVED, that all checks, drafts, notes, wire transfers or orders drawn against the Cafeteria Account, Payroll Account, Payroll Agency Account, Unemployment Account are signed by at least two of the following:

- Board President
- Superintendent of Schools
- School Business Administrator/Board Secretary

BE IT FURTHER RESOLVED, those signatures above shall be duly certified to the official depositories and that no checks, drafts, notes, wire transfers or orders drawn against said official depositories are valid unless so signed.

**Re-organization Agenda**

**4. APPROVAL / DESIGNATION OF BOARD OF EDUCATION MEETINGS**

ANNUAL MEETING NOTICE  
BOARD OF EDUCATION  
PASSAIC VALLEY REGIONAL HIGH SCHOOL DISTRICT

All monthly meetings are held in the Library of the Passaic Valley Regional High School District, East Main Street, Little Falls, New Jersey 07424.

In accordance with the "Open Public Meetings Act" P.L. 1975, effective January 19, 1976, be it known that the Board of Education of the Passaic Valley Regional High School District of Little Falls, New Jersey, files public notice of its Regular Meetings and causes it to be posted as indicated.

1. Clerk's Office of the Township of Little Falls
2. Clerk's Office of the Borough of Totowa
3. Administrator's Office of the Borough of Woodland Park
4. Main Office of Passaic Valley Regional High School District

The Regular Meetings of the Passaic Valley Regional High School District Board of Education will be held on the following dates at 7:00 P.M.

- Tuesday, January 31, 2023
- Tuesday, February 28, 2023
- Tuesday, March 14, 2023
- Tuesday, April 25, 2023, Public Hearing on Budget (Tentative)
- Tuesday, May 9, 2023
- Tuesday, May 23, 2023
- Tuesday, June 13, 2023
- Tuesday, July 18, 2023
- Tuesday, August 22, 2023
- Tuesday, September 12, 2023
- Tuesday, October 17, 2023
- Tuesday, November 14, 2023
- Tuesday, December 5, 2023 – 6:00 P.M.
- Tuesday, January 2, 2024 – Re-organization/Regular Meeting

Members of the public may attend in-person. Members of the public wishing to speak during the public comment session should attend in-person.

Official action may be taken. The meeting may be convened to Executive Session upon announcement.

Any modifications will be publicized. Notice of Special Meetings and Work Sessions will be sent to the above locations and newspapers whenever applicable under the law.

## Re-organization Agenda

### 5. SCHOOL BOARD ETHICS

WHEREAS, each member of the Board of Education shall possess the qualifications required by law and shall be bound by the provisions of the School Ethics Act in accordance with N.J.S.A. 18A:12-24.1; and

WHEREAS, the Board of Education is required on an annual basis to sign an acknowledgment that he/she received a copy, read and will become familiar with the Code of Ethics for School Board Members contained within N.J.S.A. 18A:12-21 et seq.;

NOW THEREFORE BE IT APPROVED, that the Board of Education adopts the New Jersey School Board Member Code of Ethics to include that the School Ethics Act and Code of Ethics have been received and discussed; that the policies and procedures regarding training of district Board of Education members have been adopted in policy; and that each Board of Education member acknowledges receipt of the Code of Ethics for School Board members and has become familiar with the Code of Ethics.

#### Code of Ethics

1. I will uphold and enforce all laws, rules and regulations of the State Board of Education, and court orders pertaining to schools. Desired changes should be brought about only through legal and ethical procedures.
2. I will make decisions in terms of the educational welfare of children and will seek to develop and maintain public schools that meet the individual needs of all children regardless of their ability, race, creed, sex or social standing.
3. I will confine my board action to policy making, planning, and appraisal, and I will help to frame policies and plans only after the board has consulted those who will be affected by them.
4. I will carry out my responsibility, not to administer the schools, but, together with my fellow board members, to see that they are well run.
5. I will recognize that authority rests with the Board of Education and will make no personal promises nor take any private action that may compromise the board.



**Re-organization Agenda**

6. I will refuse to surrender my independent judgment to special interest or partisan political groups or to use the schools for personal gain or for the gain of friends.
7. I will hold confidential all matters pertaining to the schools which, if disclosed, would needlessly injure individuals or the schools. But in all other matters, I will provide accurate information and, in concert with my fellow board members, interpret to the staff the aspirations of the community for its school.
8. I will vote to appoint the best qualified personnel available after consideration of the recommendation of the chief administrative officer.
9. I will support and protect school personnel in proper performance of their duties.
10. I will refer all complaints to the chief administrative officer and will act on the complaints at public meetings only after failure of an administrative solution.

Mr. Damiano asked for a motion to approve Re-Organization items 1-5.

Mr. D’Ambrosio made a motion to approve Re-Organization items 1-5; seconded by Ms. Brigati.

Roll Call:

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

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

Mr. Damiano asked for a motion to close the Re-Organization meeting.

Mr. D’Ambrosio made a motion to close the Re-Organization meeting; seconded by Ms. Brigati.

Roll Call:

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

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