

**Passaic Valley Regional High School
District**

MINUTES

**Regular Meeting of the Board of Education
Monday, November 13, 2023**

**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
Monday, November 13, 2023**

The minutes for the regular meeting of the Passaic Valley Regional High School District #1 in the County of Passaic on Monday, November 13, 2023, 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. DAMIANO, BOARD PRESIDENT, AT 7:00 P.M.

Roll Call:

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

Mr. Damiano - Yes
Mr. D’Angelo – Yes
Mr. DeLuca - Yes
Mr. DeMarco – 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

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 6, 2023, 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. On November 3, 2023 a revised board meeting notice was advertised in the 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. ACKNOWLEDGEMENT OF CORRESPONDENCE TO THE BOARD OF EDUCATION

None

VI. APPROVAL OF MINUTES OF PREVIOUS MEETING

Mr. Damiano asked for a motion to approve the Minutes for the Regular and Executive meeting of the Board on October 17, 2023.

Mr. D'Ambrosio made a motion to approve the Minutes for the Regular and Executive meeting of the Board on October 17, 2023; seconded by Mr. D'Angelo.

Roll Call:

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

Mr. Damiano - Yes
Mr. D'Angelo – Yes
Mr. DeLuca – Yes
Mr. DeMarco - Yes

VII. REPORT OF THE SUPERINTENDENT

Dr. Healy congratulated the football team on a great season.

VIII. STUDENT REPRESENTATIVES REPORT

Francesco Vincenti spoke about the benefits of longer periods, especially for lab classes.

IX. 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 meeting to the public; seconded by Mr. D'Angelo.

None

Mr. DeMarco made a motion to close the meeting to the public; seconded by Mr. D'Ambrosio.

X. EDUCATION COMMITTEE

1. Report of HIB

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

Incident #	Location	Determination
2324-05	School grounds	Not HIB
2324-06	Classroom	Not HIB
2324-07	Hallway	HIB
2324-08	On & Off Campus	Not HIB

2. Approval / Independent Evaluations Maximum Allowable Costs

The Superintendent recommended approval of the Independent Evaluation Maximum Allowable Costs for the 2023-2024 school year.

3. Approval / School Safety and Security Plan Annual Review SOA 2023-2024

The Superintendent recommended approval of the 2023-2024 School Safety and Security Plan SOA.

4. Approval / October 2023 Suspensions

The Superintendent reports and requests approval of suspensions for October 2023.

5. Approval / In School Event

The Superintendent recommended approval for Dr. Joganow, former Superintendent of Passaic Valley High School as a guest speaker in the "Holocaust & Genocide" course. Dr. Joganow has been a guest speaker in this course for many years.

6. Approval / Field Trip

The Superintendent recommended approval of following field trip:

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose
1	Spring Musical/Fall Play	Shue	Bucks County Theater Festival	Apr 17, 2024/ 7:00am-9:00pm/ New Hope, PA	Compete in yearly competition with casts of fall play and spring musical and attend workshops. Approx 40 students, 4 staff Cost to BOE: 3 substitutes

Education Committee

7. Approval / Fundraiser(s)

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

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose
1	Winter Track & Field	Getz	Dine & Donate	Chick-Fil-A / Dec 11, 2023	Raise funds for awards dinner and senior gifts.
2	Art Club	Czepiel	Hand Made Sale	Through June 2024	Raise funds for field trip and supplies for club activities.
3	Student Senate	Grande	Candy Cane Messages	Sale week of Dec 11, 2023 Delivery week of Dec 18, 2023/ In School	Raise funds for account.
4	Winter Track & Field	Getz	Mrs. Fields Cookie Dough Sale	Nov 27-Dec 4, 2023/ On-line	Raise funds for awards dinner and senior gifts.
5	Winter Track & Field	Getz	Team Clothing Sale	Nov 15-30, 2023/ On Line	Raise funds for awards dinner and senior gifts.

8. Approval / Home Instruction

The Superintendent recommended the approval of home instruction for the following student(s)

ID	Date On	Instructor
21505	10/25/23	On-line
18003	10/30/23	Alternate placement

9. Approval / October 2023 Student Attendance

The Superintendent recommended approval of the October 2023 student attendance.

Possible number of days school has been open	21.00
Possible number of days attendance	22,143.00
Days absent	930.00
Percent of attendance	95.8%
Average daily Enrollment	1,055.00

Education Committee

10. Approval /Professional Day

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

Staff	Dates	Event/Destination	Purpose	Cost
Morris, SAC	11/14/23	Advanced Behavioral Threat & Management training. / Bergen Community Collete	Gain experience using threat assessment procedures	No cost to district
O'Brien, Supervisor of Special Services	11/29/23	Regional women's educational leadership forum/ Kean University	Network with peers to discuss latest trends and issues in schools	\$55.00
Voorhis, Vice Principal	11/29/23	Regional women's educational leadership forum/ Kean University	Network with peers to discuss latest trends and issues in schools.	\$55.00
Kohler, Guidance Counselor	11/13/23 (am)	UMass Boston information session. / Teaneck, NJ	Gain knowledge about UMass Boston programs and admission	No cost to district
Czepiel, Art Teacher	10/30/23	Arts Teacher Professional Development – Making Art Accessible with the Domain Approach William Paterson University	A forum on accessible arts education for music, art, dance and theater teachers	No cost to district
Vigilante, Guidance Counselor	10/18/23	Sacred Heart University Tour, CT	Meet with admissions, attend pre-health advisement information sessions and campus tour	No cost to district
Lions, World Language Teacher	4/18/24, 4/19/24, 4/22/24	EF Tours Group Leader Training	Training to lead summer 2024 travel abroad	1 sub /3 days

11. Approval /Rebecca Morales, Teacher of Biological Science

The Superintendent recommended the approval of Rebecca Morales, Teacher of Biological Science, tenure-track full-time position. Salary of \$87,105.00, Step 17, Class 2, prorated. Start date pending release from current district. All hires are pending receipt of criminal history, sexual misconduct forms and presentation of appropriate certificate.

Education Committee

12. Approval / Part Time Paraprofessionals/ Bus Aide 2023-2024

The Superintendent recommended approval of the following part time paraprofessionals/Bus Aides; up to 29 hours per week at the rate below Start date pending receipt of, required paperwork, criminal history and tb test.

Name	Position	Rate
Yaremis Cordero	ABA Aide	\$23.00/hour
Nadia Verazzo	ABA Aide	\$23.00/hour

13. Approval / 2023-2024 Substitute Teachers

The Superintendent recommended the approval of the following substitute teachers at the per diem substitute rate for the 2023-2024 school year. Start date pending receipt of issued substitute certificate, criminal history and tb test.

- MaiLin Dassinger
- Tasnim Moraktan

14. Approval / Revised Shared Services Agreement Bergen County Special Services Addendum 2023-2024

WHEREAS the Passaic Valley Board of Education and Bergen County Special Services School District are parties to a Shared Services service agreement providing for BCSS’s provisions of services for the Passaic Valley/ BCSS Collaborative Program for pupils with similar intensive educational, behavioral, and other needs related to their disabilities; and

WHEREAS the parties wish to continue the services of and renew the above-referenced agreement through the 2023-2024 school year and seek to amend certain portions of the agreement per the attached addendum.

NOW THEREFORE BE IT RESOLVED, the Passaic Valley Board of Education ratified and approved the addendum for the 2023-2024 school year.

BE IT FURTHER RESOLVED that the business administrator be and is hereby authorized to execute this agreement on behalf of the Board of Education.

Dr. Cathcart made a motion to approve Education items 1 – 14; seconded by Mr. D’Ambrosio.

Roll Call:

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

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

XI. Finance Committee

15. Approval of Monthly 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:

<u>Date</u>	<u>Check Numbers</u>	<u>Total Amount</u>
11/14/23	Pending	\$1,651,133.31

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.

16. 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, 2023, 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, 2023; 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

17. Approval of Line-Item Budget Transfers – October 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 October 2023 as presented.

18. Acceptance of Financial Status Report – October 2023

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

19. Acceptance of Revenue Report – October 2023

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended the Board accept the Revenue Report for the month of October 2023, as presented.

20. 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#671090823	1361	\$ 3,264.63
Pomptonian	Inv#671101323	1364	\$ 28,884.24
Pomptonain	Inv#671102023	1362	\$ 7,494.95
Pomptonian	Inv#671103123	1363	\$ 5,803.47
Economy Paper	Ice Maker	1365	\$ 3,876.95
Solution Tek	Slicer Repairs	1366	\$ 406.02

21. Approval / Northern Region Educational Services Commission for Transportation

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommended approval to enter into an agreement with the Northern Region Educational Services Commission for the 2023-2024 school year as follows.

Route#	School (s)	Contractor	No. of Students	Estimated Cost Per Route (incl. surcharge)	Date
2917	Chancellor Academy	J & W Financial	5	\$61,644.67 + \$2,458.30	9/5/23 – June 2024

Finance Committee

22. Approval / Northern Region Educational Services Commission for Transportation

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommended approval to enter into an agreement with the Northern Region Educational Services Commission for the 2023-2024 school year as follows.

Route#	School (s)	Contractor	No. of Students	Estimated Cost Per Route (incl. surcharge)	Date
Q3103	Passaic Valley/ABA Program	Joshua Tours	13	\$ 2,392.00 + \$ 514.28	9/25/23 – 10/4/23
Q3105	Shepard Prep High School	Move Me Transportation	1	\$ 9,248.00 + \$ 473.96	9/28/23 – 11/14/23

23. Approval / Renew Dental Carrier – Delta Dental Revised

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended the Board approve the revised renewal of Delta Dental from November 1, 2023 to October 31, 2026.

Dr. Varcadipane made a motion to approve Finance items 15 - 23; seconded by Mr. D’Ambrosio.

Roll Call:

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

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

XII. Operations Committee

24. 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.

Group	Date	Facilities/ Area Request	Other
PV Junior Hornets – Volleyball	Oct 29, 2023- Mar 31, 2024	Gym – Sundays 8:30-11:00am	Practices only. No spectators.
Baseball Parents	Nov 16, 2023	Table set up in the hall outside Griswold Gym	Fundraiser
OpGrad	Nov 16, 2023	Table in hall	Fundraiser

25. Approval / Emergency Bus Drills

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended the approval of Emergency Exit Drills with Laidlaw/First Student, School Transportation Service, Trans-Ed, and Passaic Valley Regional High School Board of Education buses for all Passaic Valley Regional High School students and bus routes and other busing for students from various boards of education participating in the PV/BCSS ABA Program.

Drills were conducted in accordance with NJAC:6:21-11.4 on 10/18/23, 10/19/23, 10/20/23, 10/23/23, 10/24/23, 11/01/23, 11/02/23, 11/03/23, and 11/08/23. Drills are conducted twice a year for bus students and yearly for non-bus students.

Mr. Monahan informed the Board that all emergency bus drills were completed.

26. Approval / M-1 and Comprehensive Facilities Maintenance Plan

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

27. Approval / Vincent Tamburro, Per Diem Armed Security Officer

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended the Board approve the hiring of Mr. Vincent Tamburro as a Per-diem armed security officer. Rate \$32.00/hour, no benefits. Start date pending receipt of criminal history, Sexual Misconduct forms and TB test.

Operations Committee

28. Approval of Transit System for School Buses

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended the Board approve Safe Fleet for the purchase and installation of a transit system (GPS & Cameras) for the Passaic Valley School buses in the amount of \$25,761.96 This purchase is through state contract Bid# ESCNJ 20/21-12.

Mr. D'Ambrosio made a motion to approve Finance items 24 - 28; seconded by Mr. DeMarco.

Roll Call:

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

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

XIII. Athletics and Students Activities Committee

29. Approval/Mike Yesenosky, Performance Assistant

The Superintendent recommended the approval of Mike Yesenosky as assistant for the following performances:

- Holiday Show Sound Designer - \$1,500.00
- Winter Concert Sound Designer - \$300.00
- Winter Concert Accompanist - Not to exceed 5 hours @ \$25/hour
- Variety Show Sound Designer - \$300.00 per day for three (3) days
- Girls' Show Sound Designer - \$300.00 per day for three (3) days
- Spring Musical Audition Workshop - \$100.00
- Spring Musical Auditions - \$100 per day for two (2) days
- Spring Musical Callbacks - \$100.00
- Spring Musical Sound Designer - \$1,500.00
- Spring Concert - \$300.00
- Spring Concert Accompanist – Not to Exceed 5 hours @ 25/hour
- Pops Concert - \$300.00
- Pops Concert Accompanist - Not to Exceed 5 hours @ 25/hour
- Hey Jude Sound Designer - \$300.00

Mr. Casasnovas made a motion to approve Finance items 15 - 16; seconded by Mr. D'Ambrosio.

Roll Call:

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

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

XIV. COMMITTEE REPORTS

Mr. D'Ambrosio said the negotiation committee had a meeting with the PVEA. The committee is reviewing the information and will report back to the Board.

Attorney's Report

Mr. Reddin stated there is one (1) issue to be discussed in 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

None

XV. CALL FOR MEMBERS OF THE PUBLIC TO BE HEARD

Mr. D'Ambrosio asked for a motion to open the floor to the public.

No one responded.

Mr. DeMarco made a motion to close the meeting to the public.

XVI. EXECUTIVE SESSION

Mr. Reddin stated there is one (1) legal item for Executive Session.

Mr. Monahan stated there is one (1) Residency Appeal for Executive Session.

Roll Call:

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

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

XVII. RETURN FROM EXECUTIVE SESSION

Roll Call:

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

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

Mr. Damiano said no votes were taken.

XVIII. ADJOURNMENT

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

Respectfully submitted,



Colin Monahan

Next Meeting

Regular Meeting:
Tuesday, December 5, 2023, 6:00 pm
Adra Suchorsky Library
Passaic Valley High School
East Main Street
Little Falls, New Jersey