

**Passaic Valley Regional High School District**

***AGENDA***

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

## **Order of Business**

### **Roll Call of Members**

### **Pledge of Allegiance**

### **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 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.

### **President's Report**

### **Acknowledgment of Correspondence To The Board Of Education**

#### **Approval of Minutes of Previous Meeting**

The minutes of the January 31, 2023, Regular meeting(s) will be presented for review and approval.

#### **Report of The Superintendent**

- SSDS/HIB Reporting

### **Student Representatives Report**

### **Call For Members of The Public To Be Heard**

### **Regular Order of Business**

### **Committee Reports**

**Attorney's Report**

**Passaic County School Board's Association – Report of Delegate**

**New Jersey School Board's Association – Report of Delegate**

**Old Business**

**New Business**

**Call For Members of The Public To Be Heard**

**Executive Session**

**Adjournment**

**Education Committee**

**1. Approval/Home Instruction 2022-2023**

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

	Department	Teacher/ Advisor	Event	Date/Time/Location	Purpose
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. Approval/ January 2023 Student Attendance**

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

**Education Committee**

**5. Approval/Field Trip**

The Superintendent recommends approval of following field trip:

	<b>Department</b>	<b>Teacher/ Advisor</b>	<b>Event</b>	<b>Date/Time/Location</b>	<b>Purpose</b>
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. Approval /Professional Day**

The Superintendent recommends 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 recommends 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. Approval / Joanne Bleuler, Part-Time ABA CBI Trip Nurse**  
The Superintendent recommends 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. Approval / Permanent Substitute Instructional Paraprofessional / ABA Program Position**  
The Superintendent recommends approval the *Permanent Substitute Instructional Paraprofessional* position at the rate \$25.00/hour.
- 10. Approval / Victoria Hunt, Permanent Substitute Instructional Paraprofessional / ABA Program**  
The Superintendent recommends 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 recommends 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 recommends approval of the 23-24 academic calendar. Att E-1.
- 13. Approval / Edward Yilmaz, Non-Tenure Maternity Leave Replacement**  
The Superintendent recommends 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 recommends 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 recommends approval of January 2023 suspensions. Att E-2
- 16. Approval /2022-2023 Academic Calendar, Revised**  
The Superintendent recommends approval of the revised 22-23 academic calendar. Att E-3.

**Education Committee**

**17. Approval / Employee ID #4241 Medical Leave**

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

<b>Dates</b>	<b>Coverage</b>	<b>Amount of Time</b>
	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 recommends approval of the Sept. 1 – Dec. 31, 2022, Student Safety Data Report. Att E-4

**Finance Committee**

**1. 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 provide 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 (Attachment F-1):

<u>Date</u>	<u>Check Numbers</u>	<u>Total Amount</u>
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 approves the above bill list from the Authorization checking account, and

BE IT FURTHER RESOLVED, that the Passaic Valley Regional High School Board of Education authorizes 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.

**2. 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 (Attachment F-2) 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 acknowledges receipt of and accepts the Board Secretary’s Report and the Cash Reconciler’s Cash report for the month ending January 31, 2023; and BE IT FURTHER RESOLVED, that the Board Secretary and the Board of Education certifies 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**

**3. Approval of Line-Item Budget Transfers – January 2023**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the following line-item transfers to include administrative cost budget transfers for the month of January 2023, as presented. (See Attachment F-3)

**4. Acceptance of Financial Status Report – January 2023**

The Superintendent, in consultation with the School Business Administrator/Board secretary recommends the Board accept the Financial Status Report for the month of January 2023, as presented. (See Attachment F-4)

**5. Acceptance of Revenue Report – January 2023**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Revenue Report for the month of January 2023, as presented. (See Attachment F-5)

**6. Approval of Payment of Cafeteria Invoices**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve payment of the following cafeteria invoices:

<b>Vendor</b>	<b>Description</b>	<b>Check #</b>	<b>Amount</b>
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

**7. Approval of Additional Compensatory Special Education Aid 2022-2023**

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

**8. Approval / South Bergen Jointure Commission for Transportation**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends 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:

<b>Route#</b>	<b>School (s)</b>	<b>Contractor</b>	<b>No. of Students</b>	<b>Estimated Cost Per Route (incl. surcharge)</b>	<b>Date</b>
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

### Operations Committee

#### **1. Approval of Use of Facilities**

The Superintendent recommends 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
Sun	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**

**2. Approval / Mr. Monahan NJASBO Annual Conference Travel Expense**

The Superintendent recommends 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.

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

The Superintendent recommends 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.

**4. Approval of ESSER III Funds – Outdoor Furniture**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends 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.

## **Athletics and Student Activities Committee**

**1. Approval / 2022-2023 Softball Schedule D Coaching Resignations**

The Superintendent recommends approval of the following resignations:

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

**2. Approval / 2022-2023 Softball Schedule D Coaching Assignments**

The Superintendent recommends 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

**3. Approval / 2022-2023 Softball Volunteer Coaching Assignments**

The Superintendent recommends 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

**Policy Committee**

**1. Approval / Policy Adoption**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends approval and adoption of the following policies: Att P-1

- P 1648.11 The Road Forward COVID-19 – Health and Safety (M) (Abolished)
- P 1648.13 School Employee Vaccination Requirements (M) (Abolished)
- P 0152 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

**Next Meeting**

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