

**Passaic Valley Regional High School  
District #1**

*AGENDA*

**Regular Meeting of the Board of Education  
Tuesday, May 21, 2019**

## **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 #1 issued notice of this meeting on January 8, 2019; and issued a revised notice on January 30, 2019, 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.

### **PRESIDENT'S REPORT**

### **ACKNOWLEDGMENT OF CORRESPONDENCE TO THE BOARD OF EDUCATION**

### **APPROVAL OF MINUTES OF PREVIOUS MEETING**

The minutes of the April 16, 2019 and May 7, 2019 Regular meetings will be presented for review and approval.

### **REPORT OF THE SUPERINTENDENT**

- Recognition by State Board of Education

### **STUDENTS OF THE MONTH**

- Fariha Khan
- Dysere Rivera-Matos
- Youanna M. Sefein-Shenouda

### **STUDENT REPRESENTATIVES TO THE BOARD OF EDUCATION**

### **CALL FOR MEMBERS OF THE PUBLIC TO BE HEARD**

### **EXECUTIVE SESSION**

## Organization

**1. Re-adoption of the School Security Plan**

BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, does hereby re-adopt the School Security Plan with the Superintendent's copy acting as the official Board copy.

**2. Permitted Pupil Records (NJAC 6A:32-7)**

BE IT RESOLVED, that the Board of Education of the Passaic County Regional High School District #1, upon the recommendation of the Superintendent of Schools, authorize the collection and maintenance of permitted pupil records, which are collected in order to promote the educational welfare of the pupil.

**3. Authorize Purchases of Textbook & Supplies**

BE IT RESOLVED, that the Board of Education of the Passaic County Regional High School District #1 in compliance with N.J.S.A. 18A:18A-5 allows boards of education to purchase textbooks, copyrighted materials, and other library and educational goods and services which exceeds the bid threshold by resolution at a public meeting without public advertising for bids, and 18A:18A-10 allows the purchase of any materials, supplies, goods, etc. from state contracted vendors; and

BE IT FURTHER RESOLVED: that the Board of Education of the Passaic County Regional High School District #1, approve for the purchase of curricular materials, textbooks, library media resources, subscriptions and other instructional supplies.

**4. Implement 2019-2020 Budget and Uniform Minimum Chart of Accounts**

BE IT RESOLVED, that the Board of Education of the Passaic County Regional High School District #1, authorize the Superintendent and the School Business Administrator/Board Secretary to implement the 2019-2020 budget pursuant to local and state Policies and regulations;

BE IT FURTHER RESOLVED: that the Board of Education of the Passaic County Regional High School District #1 authorize the use and level of accounts from the Uniform Minimum Chart of Accounts (Handbook 2R2) for New Jersey Public Schools to be used for the 2019-2020 School Year.

**5. Adoption of Textbook & Curricula**

BE IT RESOLVED, in compliance with N.J.S.A. 18A:33-1 and 18A:35 that the Board of Education of the Passaic County Regional High School District #1 confirms the adoption of the existing textbooks and curricula resources in the District's schools and that no course of study shall be altered except by the recorded roll call majority.

## Organization

**6. Cash Reconciler - Designation Other than the Chief School Administrator to Prepare the Monthly Reconciliation of Bank Account Statements**

WHEREAS, Chapter 39, P.L.2010 makes the position of Treasurer of School Moneys optional; and

WHEREAS, it is the desire of the Board of Education of the Passaic Valley Regional High School District #1 to not appoint a Treasurer of School Moneys; and

WHEREAS, N.J.S.18A:17-9 states that the Chief School Administrator or Board Designee other than the Board Secretary shall prepare the monthly reconciliation of bank account statements and in conjunction with the Board Secretary take any steps necessary to bring the cash record balance and reconciled bank balance into agreement prior to completion of the Secretary's monthly report; and

WHEREAS, the Board chooses to designate someone other than the Chief School Administrator to prepare the monthly reconciliation of bank account statements in conjunction with the Board Secretary and take any steps necessary to bring the cash record balance and reconciled bank balance into agreement prior to completion of the Secretary's monthly report; and

WHEREAS, the Board appointed Joseph V. Auteri to the position of Cash Reconciler, at a monthly stipend of \$575.00 to perform monthly bank reconciliations through June 30, 2020 inclusive of June's bank reconciliation; and

NOW THEREFORE BE IT RESOLVED, upon the recommendation of the superintendent of schools, the Board of Education of the Passaic Valley Regional High School District #1 approves the reappointment of Joseph V. Auteri, to the position of Cash Reconciler, at a monthly stipend of \$575.00, an amount to be processed through payroll after the completion of the bank reconciliations each month and the submission of the Cash Reconciler's Report to the Board Secretary for the months of July 2019 through June of 2020.

**7. Appointment - Board Secretary**

BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, hereby appoints Colin Monahan as Board Secretary for the period of July 1, 2019 through June 30, 2020.

**8. Appointment - Acting Board Secretary for Emergency Purposes**

BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, hereby appoint Ms. Stephanie Morabito as acting Board Secretary for emergency purposes for the period July 1, 2019 through June 30, 2020.

**Organization**

- 9. Appointment - Auditor**  
 BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, hereby appoints the firm of Lerch, Vinci, and Higgins of Fair Lawn as School Auditors for the period of July 1, 2019 through June 30, 2020.
- 10. Appointment - Special Counsel**  
 BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, hereby appoints Scarinci Hollenbeck as Special Counsel to the Passaic Valley Regional High School District for the period of July 1, 2019 through June 30, 2020.
- 11. Appointment - Attorney**  
 BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, hereby appoints Raymond B. Reddin as School Board Attorney for the period of July 1, 2019 through June 30, 2020.
- 12. Negotiator**  
 BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, hereby appoints approves Raymond B. Reddin as negotiator.
- 13. Approval of Architectural Services**  
 BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, hereby approves Alaimo Group Consulting Engineers for Architectural Services for the period of July 1, 2019 through June 30, 2020.
- 14. Appointment - Investment Officer**  
 BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, appoint Colin Monahan as Investment Officer for the 2019-2020 Academic Year
- 15. Approval of Petty Cash Funds**  
 BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, approve the following Petty Cash Accounts:

<u>Petty Cash Custodian</u>	<u>Amount</u>	<u>Designated Person Responsible for Disposition of Fund</u>	<u>Maximum Single Expenditure</u>
Superintendent	\$100.00	Janet Russo	\$50.00
Business Administrator	\$1,500.00	Stephanie Morabito	\$100.00
Supervisor of Bldg & Grds	\$100.00	Tim Platt	\$50.00
Principal	\$100.00	Gail Sliker	\$50.00
Director of Guidance	\$100.00	Christine Tiseo	\$50.00

**Organization**

**16. Representative - Passaic County Educational Services Commission**

BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, appoints Dr. JoAnn Cardillo as a board representative to the Passaic County Educational Service Commission.

**17. Approval of Qualified Purchasing Agent**

WHEREAS, the Public School Contract Law 18A:18A-3 permits a board of education the ability to increase and maintain their bid threshold up to \$40,000 and its quotation threshold to \$6,000; and

WHEREAS, N.J.S.A. 18A:18A-3a permits an increase in the bid threshold of a Qualified Purchasing Agent is appointed, as well as, granted the authorization to negotiate and award such contracts below the bid threshold; and

WHEREAS, N.J.A.C. 5:34-5 et seq. establishes the criteria for qualifying as a Qualified Purchasing Agent, and

WHEREAS, the Passaic Valley Regional High School Board of Education desires to continue the bid threshold as provided in N.J.S.A. 18A:18A-3;

NOW, THEREFORE, BE IT RESOLVED, that the governing body of the Passaic Valley Regional High School Board of Education, in the County of Passaic, in the State of New Jersey, hereby continue in its bid threshold of \$40,000 and its quotation threshold of \$6,000 for the 2019-2020 school year authorizing the School Business Administrator/Board Secretary to award contracts up to the bid threshold; and

BE IT FURTHER RESOLVED, that the Superintendent appoints Colin Monahan, School Business Administrator/Board Secretary, as the Qualified Purchasing Agent for the 2019-2020 fiscal year to exercise the duties of a purchasing agent pursuant to N.J.S.A. 18A:18A-2b, with specific relevance to the authority, responsibility and accountability of the purchasing activity of the Board of Education and sign contracts on behalf of the Board of Education after proper review from the district's general legal counsel; and

BE IT FURTHER RESOLVED, that in accordance with N.J.A.C. 5:34-5.2, the Board of Education Secretary is hereby authorized and directed to forward a certified copy of this resolution and a copy of Colin Monahan's School Business Administrator certification to the Director of Local Government Services.

**18. Pay Rates – 2019/2020 Academic Year**

BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1 approves the following per diem, hourly and substitute rates of pay for the 2019-2020 Academic Year. (See Attachment O-1)

## Organization

**19. Approval of Tax Shelter Annuities**

BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1 approves the following tax shelter annuities.

- Valic
- Axa Equitable
- Metropolitan Life
- Lincoln Investment
- Vanguard

**20. Approval of Insurance Broker/Risk Manager – Genral Liabilities**

BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1 appoints the firm of Polaris Galaxy Insurance, LLC as the Risk Manager and the Insurance Broker for the District's General Liability for the period of July 1, 2019 through June 30, 2020.

**21. Renewal of Flexible Spending Account**

WHEREAS, requirements of NJPL 2011 Chapter 78 were made regarding Pension and Health which requires school boards to provide employees with a 125 Cafeteria Plan and a Flexible Spending Account; and

WHEREAS, a Flexible Spending Account allows an employee to voluntarily set aside a portion of his or her earnings to pay for qualified medical expenses; and

WHEREAS, AmeriFlex can provide a Flexible Spending Account plan to the District at no cost to the board; and

WHEREAS, AmeriFlex has currently been providing this service with no known complications;

THEREFORE, BE IT RESOLVED, the District will use AmeriFlex to provide and administer a Flexible Spending Account for employee's or their dependent's medical expenses up to a maximum of \$2,700.00 in a plan year. The plan year will run July 1, 2019 through June 30, 2020.

**22. Approval of School Physicians**

BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, appoint the following individuals as the District's School Physicians in the capacity of independent contractors, for the 2019-2020 school year.

- Dr. Vincent McInerney – Sports Physician
- Dr. Joseph Vitale – General Practitioner

**23. Appointment of Policy Service Provider**

BE IT RESOLVED, that the Board of Education of the Passaic County Regional High School District #1 utilize the services of Strauss Esmay for the District's Policies for the 2019-2020 school year.

**Organization**

**24. Approval of Professional Service – Municipal Continuing Disclosure Agent**

BE IT RESOLVED, that the Board of Education of the Passaic County Regional High School District #1 utilize the services of Phoenix Advisors, LLC in the amount of \$850.00 to complete the Municipalities Continuing Disclosure Cooperation compliance for the 2019-2020 school year.

**25. Approval Cooperative Pricing Agreements**

WHEREAS, the Board of Education of the Passaic County Regional High School District #1, authorizes administration to enter into a cooperative pricing agreements with:

- The Hunterdon County Educational Services
- Educational Services Commission of New Jersey (ESCNJ)
- WSCA-NASPO
- National Cooperative Purchasing Alliance (NCPA)

WHEREAS, these agencies conduct a certain function relating to the purchase of work materials and supplies for their respective jurisdictions during the 2019-2020 school year; and

WHEREAS, the Board of Education of the Passaic County Regional High School District #1 encourages the use of shared services through State approved cooperative entities; and

WHEREAS, the Board of Education of the Passaic County Regional High School District #1 encourages open public bidding for goods and services; and

WHEREAS, the Board of Education of the Passaic County Regional High School District #1 recognizes the need for obtaining the most competitive and responsive bid for goods and/or services; and

WHEREAS, the agencies is a Service Cooperative to allow participating governmental and municipal agencies to reduce the cost of purchased goods by leveraging their combined purchasing power at no cost; and

WHEREAS, this resolution shall be known and may be cited as the Cooperative Pricing resolution of the Board of Education of the Passaic County Regional High School District #1; and

WHEREAS, the agencies entering into contracts on behalf of the Board of Education of the Passaic County Regional High School District #1 shall be responsible for complying with the provision of the Local Public Contracts Law (N.J. S. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey; and

WHEREAS, pursuant to the provisions of N.J.S. 40A:11-11(5) the Board of Education of the Passaic County Regional High School District #1 is hereby authorized to enter



into a Cooperative Pricing Agreement with the listed agencies for the purchase of work materials and supplies, as needed; and

THEREFORE, BE IT RESOLVED, that the Board of Education of the Passaic County Regional High School District #1 is hereby authorizing the Purchasing Agent to enter into a cooperative pricing agreement with the following agencies for the purchase of work materials, supplies and services, for the 2019-2020 school year, as needed.

- The Hunterdon County Educational Services
- Educational Services Commission of New Jersey (ESCNJ)
- WSCA-NASPO
- National Cooperative Purchasing Alliance (NCPA)

**26. Grant Application and Report Submission**

WHEREAS, prompt submission of grant applications, as well as, various financial reports relating to the grants is often time sensitive; and

WHEREAS, the District might lose an opportunity to apply for grants or file mandated reports in between Board Meetings; and

WHEREAS, it is in the Districts' best interest to submit grant applications, as well as, the various financial reports to avoid losing an opportunity for receipt of the funding;

NOW, THEREFORE BE IT RESOLVED, that the Superintendent and School Business Administrator/Board Secretary are authorized to sign grant applications, as well as, various financial reports between Board meetings;

BE IT FURTHER RESOLVED, that all grant applications, as well as, various financial reports relating to the grants will continue to be reviewed by the grant manager or other appropriate District staff, the respective committees of the Board and subsequently ratified by the Board.

**27. Personnel Appointments, Transfers, Removals, Renewals and Non-Renewal**

WHEREAS, NJSA 18A:27-4.1 governs the appointment, transfer, removal, renewal and non-renewal of all certified and certain non-certified personnel; and

WHEREAS, it is in the District's best interests to effectuate the prompt employment of staff in certain programs;

NOW, THEREFORE BE IT RESOLVED, that the Superintendent of Schools is authorized to make critical employment decisions, subject to ratification by the Board of Education of the Passaic County Regional High School District #1 at the next subsequent Board meeting.

**Organization**

**28. Authorization of Payment of Bills between Board Meetings**

WHEREAS, prompt payment to vendors for goods and/or services render leads to more effective competitive bidding and provision of services; and

WHEREAS, it is in the District's best interest to take advantage of discounts and to avoid the payment of late fees;

NOW, THEREFORE BE IT RESOLVED, that the School Business Administrator/Board Secretary is authorized to make payments between Board meetings for all claims that have been duly audited under the provisions of 18A:19-3 & 4; and

BE IT FURTHER RESOLVED, the School Business Administrator/Board Secretary shall present a listing of all bills paid under this provision for ratifications to the Board at its next regular meeting.

**29. Authority for Transferring of Funds**

BE IT RESOLVED, that the Board of Education of the Passaic County Regional High School District #1, provided by N.J.S.A. 18A:22-8.1 amended, the Superintendent or designee, be designated to approve such line item budget transfers as are necessary between board meetings, and that such transfers shall be reported to the Passaic Valley Regional High School District #1, ratified and duly recorded in the minutes at the next regular board meeting.

**30. Special Education**

BE IT RESOLVED, that the Board of Education of the Passaic County Regional High School District #1, approve the attendance, tuition, tuition contracts (upon review by board counsel) and the transportation necessary, as recommended by the Superintendent of Schools, to provide an appropriate educational program at public, private or appropriate educational program at public, private or residential schools for pupils classified as handicapped by the district's Child Study Team in accordance with Title 18A, Chapter 46, New Jersey Statutes Annotated.

**Organization**

**31. Approval of Requisition of Taxes Schedule for FY 2019-2020**

BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, approve the Requisition of Taxes Schedule for the Fiscal Year 2019-2020.

**REQUISITION FOR TAXES – T1  
 (Other than Debt Service)  
 2019-2020**

Month of Request	Township of Little Falls	Borough of Totowa	Borough of Woodland Park
July 2019	\$619,058.92	\$867,731.75	\$702,449.75
August 2019	\$619,058.92	\$867,731.75	\$702,449.75
September 2019	\$619,058.92	\$867,731.75	\$702,449.75
October 2019	\$619,058.92	\$867,731.75	\$702,449.75
November 2019	\$619,058.92	\$867,731.75	\$702,449.75
December 2019	\$619,058.92	\$867,731.75	\$702,449.75
January 2020	\$619,058.92	\$867,731.75	\$702,449.75
February 2020	\$619,058.92	\$867,731.75	\$702,449.75
March 2020	\$619,058.92	\$867,731.75	\$702,449.75
April 2020	\$619,058.92	\$867,731.75	\$702,449.75
May 2020	\$619,058.90	\$867,731.75	\$702,449.75
June 2020	<u>\$619,058.90</u>	<u>\$867,731.75</u>	<u>\$702,449.75</u>
	<u>\$7,428,707.00</u>	<u>\$10,412,781.00</u>	<u>\$8,429,397.00</u>

**32. Approval of Requisition of Tax Schedule – Debt Service for FY 2019-2020**

BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District #1, approve the Requisition of Taxes Schedule — Debt Service for the Fiscal Year 2019-2020:

**REQUISITION FOR TAXES  
 Debt Service  
 2019-2020**

Month of Request	Township of Little Falls	Borough of Totowa	Borough of Woodland Park
July 2019	\$117,099.00	\$163,031.00	\$131,419.00
July 2019	\$12,551.00	\$18,133.00	\$14,949.00
January 2020	<u>\$10,714.00</u>	<u>\$15,584.00</u>	<u>\$12,904.00</u>
	<u>\$140,364.00</u>	<u>\$196,748.00</u>	<u>\$159,272.00</u>

**Education Committee**

**1. Report of Suspensions – May 3, 2019 through May 14, 2019**

<b>ID</b>	<b>Grade</b>	<b>Date</b>	<b>Reason</b>	<b>Days/Return</b>
S186-1819	11	5/6/19	Cut	1/May 7, 2019
S187-1819	9	5/3/19	Weapon possession	10/May 17, 2019
S188-1819	10	5/6/19	Insubordination	2/May 8, 2019
S189-1819	11	5/7/19	Insubordination	1/May 9, 2019
S190-1819	11	5/8/19	CDS Possession	5/May 16, 2019
S191-1819	10	5/10/19	Continued willful disobedience	Detention
S192-1819	10	5/10/19	Continued willful disobedience	1/May 15, 2019
S193-1819	9	5/13/19	Fight	5/May 20, 2019
S194-1819	9	5/13/19	Fight	5/May 20, 2019
S195-1819	11	5/9/19	Vandalism/damage to school property	Pending
S196-1819	11	5/9/19	Assault	Pending
S197-1819	10	5/14/19	Inappropriate language	1/May 16, 2019
S198-1819	9	5/14/19	Insubordination	2/May 16, 2019

**2. Approval / Substitute(s)**

The Superintendent recommends the appointment of the following Substitutes effective May 22, 2019 through June 30, 2019 pending receipt of criminal history.  
Deborah Shaw                                  Substitute Nurse

**3. Approval / Prom Nurse Coverage**

The Superintendent recommends approval of Mrs. Deborah Shaw, substitute nurse to cover the Senior Prom on June 7, 2019, compensation \$35.62/hour.

**4. Approval / Home Instruction**

The Superintendent recommends approval of the following Home Instruction:

<u>Home Instruction ID</u>	<u>Grade</u>	<u>Location</u>
Hi54-1819	9	Totowa

**5. Approval / Joe Auteri Affirmative Action Officer**

The Superintendent recommends approval of Joe Auteri as an affirmative action officer for the 2019-2020 school year.

**Education Committee**

**6. Approval / Field Trip**

The Superintendent recommends approval of the following field trips:

	<b>Department</b>	<b>Teacher</b>	<b>Destination</b>	<b>Date/Time/Location</b>	<b>Purpose</b>
1	Hornet Helping Hands	Auteri	Little Falls School 2	June 12, 2019/ 8am-10:30am/Little Falls	Partake in LF School Open House Cost to BOE : sub ½ day
2	Hornet Helping Hands	Auteri	Little Falls School 2	June 14, 2019/ 8am-10:30am/Little Falls	Support PTA Summer Festival Cost to BOE : sub
3	Hornet Helping Hands	Auteri	Beatrice Gilmore School	June 14, 2019/ 8am-10:30am/Woodland Park	Orientation for 2019-2020 interns. Cost to BOE:none

**7. Approval/Fundraiser(s)**

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

	<b>Department</b>	<b>Teacher/ Advisor</b>	<b>Event</b>	<b>Date/Time/Location</b>	<b>Purpose</b>
1	Class of 2021	Peters	Dine and donate	June 11, 20192019/Chipotle/ Wayne NJ	Raise funds for Cotillion and senior prom

**8. Approval / Staff Contracts Approval**

The Superintendent, in consultation with the Business Administration, recommends the approval and issuance of contracts for the attached list of PVEA, confidential and administrators for the 2019-2020 school year. Attachment E-1

**9. Approval / 2019 Extended School Year**

The Superintendent recommends approval of an extended school year for the following student(s):

<b>Student ID</b>	<b>Attending</b>	<b>Extension Dates/Time</b>	<b>Tuition</b>	<b>IEP Requirement</b>
937393	Sage Day School 215 Hill St Boonton, NJ	June 24-July 26, 2019/ M-F/ 9am-12p	\$3,325.00	Yes
2001519, 2001263, 2001030, 1700591, 2001266, 12, 2001047,15121, 937062, 33001, 31850, 20840, 19001,1500287, 1400148,19003, 1500939,16030 937243, 32608 2001988, 20159	PV/Bergen ABA Program East Main Street Little Falls, NJ	July 1 – August 2 /M – F/ 8:30 a.m. – 1:30 p.m.		Yes

**Education Committee**

**10. Approval / Rescind Candice Remza Prom Nurse Coverage**

The Superintendent recommends approval to rescind Candice Remza as the nurse to cover the promo on June 7, 2019.

**11. Approval / Resignation of Candice Remza Zero Period Nurse**

The Superintendent recommends approval to accept the resignation of Candice Remza, Zero period nurse. Last day of employment May 18, 2019.

**12. Ratification of the Executive County Superintendent's Approved 2019-2020 Employment Contract – School Business Administrator/Board Secretary**

The Superintendent presents for resolution, that the Board of Education of Passaic Valley Regional High School District #1, upon the recommendation of the Superintendent of Schools, ratifies the Executive County Superintendents approved 2019-2020 employment contract for Mr. Colin Monahan, as School Business Administrator/Board Secretary. Attachment E-3

**13. Approval / Summer 2019 QSAC Team**

The Superintendent recommends approval of the following persons as part of the Summer QSAC Team. Compensation \$37/hour up to 35 hours.

- Jamie Peters
- Rachel Briggs
- Megan Miele
- Cheryl Joseph

**14. Approval / Honors Test Revision and Grading**

The Superintendent recommends approval of the following persons to review, revise the honors test for incoming freshman and grade the exams after they are administered. Compensation \$37.00/hour up to 30 hours.

- Tom Deeney
- Jeff Francisco
- Kathleen Menake
- Sue Clinton
- Sue lobst
- Arianna Robeson

**15. Approval / Additional Hours Special Education Dance Paraprofessional Support**

The Superintendent recommends approval of two (2) additional hours at \$16.00/hour for coverage at the Special Education Dance at Passaic Valley on April 18, 2019 for the following persons:

Cristina Colone  
Alexis Cuadros  
Kiara Gomez  
Zulema Vilchez

Jessica Cranmer  
Roseann Fakhoury  
Stephanie Ortega  
Deana Forbes-McMillan

**Education Committee**

- 16. Approval / Lisa Fredrick, Paraprofessional 2019-2020**  
The Superintendent recommends approval of Lisa Fredrick as a paraprofessional for the 2019-2020 school year. Compensation \$16.00/hour not to exceed 29 hours, no benefits; paid through ESSA funds.
- 17. Approval/ Lisa Sullivan, Lina Salluce Zero Period Nurse Coverage**  
The Superintendent recommends approval for either Lisa Sullivan or Lina Salluce to provide nurse cover zero period for the remainder of the 2018-2019 school year. Compensation \$50.00 per day of coverage.
- 18. Approval /Dr. Michelle Barrett, Special Education Professional Development Consultation**  
The Superintendent recommends approval of Dr. Michelle Barrett to provide customized professional development consisting of ten (10) 60-minute phone conversations for the 2019-2020 school year. Cost \$500.00
- 19. Approval / Shelby Leader, Spring 2020 Guidance Intern**  
The Superintendent recommends approval of Ms. Shelby Leader, a Montclair State University Student as a guidance intern for Spring 2020.
- 20. 3-Year Comprehensive Equity Plan**  
The Superintendent recommends approval of the 3-Year Comprehensive Equity Plan ("CEP") and CEP Statement of Assurance for 2019-2020 School year. Att E-2
- 21. Approval / Teacher Principal Evaluation Tool**  
The Superintendent recommends approval of Marshall Teacher/Principal Evaluation tool for the 19-20 school year.
- 22. Approval / Summer Part-Time ESY ABA Teacher Assistants**  
The Superintendent recommends approval of the following Teacher Assistants for the 2019 Summer ABA. Compensation \$18.00/hour, up to 29 hours no benefits; position pending receipt of criminal history, TB and sexual misconduct release forms.
- Samantha Sabini
  - Judy Danis
- 23. Approval / Alexandra Lomolino, Home Instructor**  
The Superintendent recommends approval of Alexandra Lomolino as a home instructor pending receipt of criminal history. Compensation \$35.62/hour

**Finance Committee**

**1. Approval of Monthly Bill List - May**

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

WHERAS, 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>
5/22/19	Pending	\$ 902,450.49

WHERAS, each claim or demand has been fully itemize, 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 April 2019**

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 April 30, 2019 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 April 30, 2019; 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. (See Attachment F-2)



**Finance Committee**

**3. 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.

<u>Vendor</u>	<u>Description</u>	<u>Check #</u>	<u>Amount</u>
Pomptonian	Invoice 671050319	5152	\$ 21,486.68
Pomptonian	Invoice 671051019	5153	\$ 8,379.08

**4. Approval of Line Item Budget Transfers – April**

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 months of April 2019 as presented. (See Attachment F-3)

**5. Acceptance of Financial Status Report – April**

The Superintendent, in consultation with the School Business Administrator/Board secretary recommends the Board accept the Financial Status Report for the month of April 2019, as presented. (See Attachment F-4)

**6. Acceptance of Revenue Report – April**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Revenue Report for the month of April 2019, as presented. (See Attachment F-5)

**7. Approval of Food Service Management Company – Management Fee and Guarantee Language**

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends the Board accepts the Food Service Management proposal from The Pomptonian, Inc. for the food service operation for 2019-2020.

The FSMC shall receive, in addition to the costs of operation, an administrative/ management fee of thirty one thousand one hundred dollars (\$31,100.00) to compensate the FSMC for administrative and management costs. This fee shall be billed in ten monthly installments of \$3,110.00 per month as a cost of operation. The SFA guarantees the payment of such costs and fee to the FSMC.

The FSMC guarantees the SFA a minimum profit of five thousand dollars (\$5,000.00) for school year 2019-2020.

**Finance Committee**

**8. Authorize Cooperative Pricing Agreement with Educational Data Services**

RESOLVE that the Board of Education of the Passaic County Regional High School District #1 to authorize a cooperative pricing agreement with the Educational Data Services, Inc. (Ed-Data) hereinafter referred to as the "lead agency" for the conduct of certain functions relating to the purchase of work materials and supplies for their respective jurisdictions; and

WHEREAS, the Board of Education of the Passaic County Regional High School District #1 encourages the use of shared services through State approved cooperative entities; and

WHEREAS, the Board of Education of the Passaic County Regional High School District #1 encourages open public bidding for goods and services; and

WHEREAS, the Board of Education of the Passaic County Regional High School District #1 recognizes the need for obtaining the most competitive and responsive bid for goods and/or services; and

WHEREAS, the Educational Data Services, Inc. (Ed-Data) hereinafter referred to as the "lead agency", is a Service Cooperative to allow participating governmental and municipal agencies to reduce the cost of purchased goods by leveraging their combined purchasing power at a cost of \$3,950.00 for the 2018-2019 and \$4,030.00 for 2019-2020 for licensing and maintenance fee; and

WHEREAS, this resolution shall be known and may be cited as The Educational Data Services, Inc. (Ed-Data) Cooperative Pricing resolution; and

WHEREAS, the Lead Agency entering into contracts on behalf of the Board of Education of the Passaic County Regional High School District #1 shall be responsible for complying with the provision of the Local Public Contracts Law (N.J.S. 40A:11-1 et seq.) and all other provisions of the revised statutes of the State of New Jersey; and

WHEREAS, pursuant to the provisions of N.J.S. 40A:11-11(5) Board of Education of the Passaic County Regional High School District #1 is hereby authorized to enter into a Cooperative Pricing Agreement with the Lead Agency for the purchase of work materials and supplies, as needed;

NOW THEREFORE, BE IT RESOLVED, that the Board of Education of the Passaic County Regional High School District #1 is hereby authorized to enter into a cooperative pricing agreement with Educational Services Inc. for the purchase of work materials and supplies, for the 2018-2019 & 2019-2020 school years, as needed at a cost of \$3,950.00 and \$4,030.00 respectively for the licensing and maintenance fee.

### **Operations Committee**

**1. Approval of Sanitation/Recycling Contract**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommended that the Board approve Gaeta Recycling for the 2019-2020 school year Sanitation contract in the amount of \$2,300.00 a month. This price includes to 2 pick-ups a month, July 1, 2019 to August 31, 2019, 3 pick-ups a month from September 1, 2019 to June 30, 2020 and cardboard pick-ups, July 1, 2019 to June 30, 2020.

**2. Approval/ Use of Facilities**

The Superintendent recommends approval of the following use of facilities:

- Mr. James Holsworth the boys basketball coach is once again requesting use of the Farrell Gym and the Griswold Gym on Saturday June 15, Saturday June 29 and Saturday July 13, 2019. The purpose is an all day (8:00am-6:00pm) summer league with games against rival schools.
- The Operation Graduation Parents are requesting use of the Griswold Gym and parking lot on June 21, 2019, which is graduation night, so that the Class of 2019 can meet in the gym at 8:30pm for the check in process, security check and to board the buses to take them to the venue which will host Operation Graduation 2019. They will return in the dawn hours of the next morning to retrieve their cars from the parking lot.

**Education Committee**

**Operations Committee**

**Finance Committee**

**Athletic Committee**

**Negotiations Committee**

**Public Relations/Student Welfare Committee**

**Policy Committee**

**Technology Committee**

**Ad Hoc Committee**

**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**

**Next Meeting**

Regular Meeting:  
Tuesday, June 11, 2019, 7:30 p.m.  
Adra Suchorsky Library  
Passaic Valley High School  
East Main Street, Little Falls New Jersey