



**PASSAIC VALLEY  
REGIONAL HIGH SCHOOL**

**Minutes of the Reorganization Meeting  
of the Board of Education**

**Tuesday, January 7, 2025**

**I. CALL TO ORDER**

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

**II. PUBLIC NOTICE**

Mr. Monahan read the 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 10, 2024, 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.**

**III. PLEDGE OF ALLEGIANCE**

**IV. ANNOUNCEMENT OF RESULTS OF THE 2024 ANNUAL SCHOOL ELECTION**

Mr. Monahan read the Annual School Board Election results of November 5, 2024, which are as follows:

<b>Township</b>	<b>Candidate</b>	<b>Results</b>
Little Falls	Raymond Luke Damaino	3,396
Little Falls	Frederick DeMarco	2,982
Totowa	Vincent Varcadipane	2,610

**Reorganization Agenda**

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

As required by law, the Board Secretary administered the Oath of Office to the following elected Members of the Board of Education.

Mr. Monahan asked Mayor Damiano to administer the oath to Mr. Damiano and Mr. DeMarco. The oaths were administered.

Mr. Monahan congratulated Mr. Damiano and Mr. DeMarco.

Mr. Monahan administered the oath to Dr. Varcadipane.

Mr. Monahan congratulated Dr. Varcadipane.

Township of Little Falls	Raymond Luke Damaino
Township of Little Falls	Frederick DeMarco
Borough of Totowa	Vincent Varcadipane

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. DeMarco - Yes
- Dr. Varcadipane - Yes

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

Mr. Monahan, the 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.

Dr. Varcadipane nominated Mr. D'Ambrosio 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. DeMarco - Yes
- Dr. Varcadipane - Yes

**Reorganization Agenda**

**VII. 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.

Dr. Varcadipane nominated Mr. D’Angelo for Vice-President; seconded by Ms. Brigati.

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

Roll Call:

- |                      |                       |
|----------------------|-----------------------|
| Ms. Brigati – Yes    | Mr. Damiano - Yes     |
| Mr. Casanovas - Yes  | Mr. D’Angelo – Yes    |
| Dr. Cathcart - Yes   | Mr. DeLuca – Yes      |
| Mr. D’Ambrosio - Yes | Mr. DeMarco - Yes     |
|                      | Dr. Varcadipane - Yes |

**VIII. APPOINTMENT OF COMMITTEE MEMBERS**

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

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

Liaison to Hall of Fame: Mr. Casanovas

PRESIDENT SITS ON ALL COMMITTEES

**Reorganization Agenda**

**IX. 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 herein set forth;

BE IT RESOLVED, that the Board of Education of the Passaic Valley Regional High School District designates The North Jersey Herald and News and The Record, both daily publications, 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 Valley Regional High School District, designate 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 Valley Regional High School District.

**Reorganization Agenda**

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

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

List of Depositories:

*Provident 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 Current 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.

## **Reorganization 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 28, 2025  
Tuesday, February 25, 2025  
Tuesday, March 18, 2025  
Tuesday, April 29, 2025, Public Hearing on Budget (Tentative)  
Tuesday, May 13, 2025  
Tuesday, June 10, 2025  
Tuesday, July 29, 2025  
Tuesday, August 19, 2025  
Tuesday, September 23, 2025  
Tuesday, October 21, 2025  
Tuesday, November 18, 2025  
Tuesday, December 9, 2025 – 6:00 P.M.  
Tuesday, January 6, 2026 – 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.

## **Reorganization 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.
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. Monahan asked for a motion to approve Re-Organization items 1-5.

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


Roll Call:

Ms. Brigati - Yes  
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

*THIS ENDS THE REORGANIZATION MEETING.  
NOW WE WILL CONTINUE ON WITH THE REGULAR PORTION OF THE MEETING.*

Respectfully Submitted,



Colin Monahan