

**BOARD OF EDUCATION  
BOROUGH OF TOTOWA**

**MEETING MINUTES**

10/08/2015

The Special Meeting of the Board of Education of the Borough of Totowa was held at Washington Park School Media Center, 10 Crews Street, Totowa, New Jersey on October 8, 2015.

**1. Call To Order**

President Ruocco called the meeting to order at 7:00 P.M. and led all present in the salute to the flag and remain standing for a moment of silence for our past and present troops.

**2. Roll Call**

Members Present: Mr. Bierach, Ms. Carr, Ms. DeCeglie, Mr. Ferraro,  
Mr. Guarneri, Mr. Kerwin, and Ms. Ruocco

Members Absent: Mr. Reynoso, Mr. Schaffer

Also Present: Patricia Capitelli, Superintendent of Schools

Also Present: Raymond B. Reddin, Board Attorney

**3. Appointment - Acting Board Secretary**

The Board retroactively appoints Patricia Capitelli as Acting Business Administrator/Board Secretary for emergency purposes from Wednesday, October 7, 2015 through Wednesday, October 21, 2015 with no remuneration pending further action of the board.

Motion for approval of item 3.

MOTION: Mr. Ferraro

SECONDED: Ms. DeCeglie

VOTE: Unanimous

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**4. Open Public Meeting Notice**

The following statement was read by Ms. Capitelli:

The New Jersey Open Public Meeting Law was enacted to insure the right of the public to have advance notice of and to attend the meetings of public bodies at which any business affecting their interest is discussed or acted upon. In accordance with the provisions of this act, the Board of Education has caused notice of this meeting to be published by having the date, time and place thereof posted in the Municipal Building and notice was mailed to the North Jersey Herald News and The Record.

**5. Public to be Heard**

There was no public to be heard.

**6. Update to Uniform State Memorandum of Agreement between Education and Law Enforcement Officials**

The Superintendent, in consultation with the Administrative Team, recommends the Board approve the 2015-2016 Update to Uniform State Memorandum of Agreement between Education and Law Enforcement Officials.

Motion for approval of item 6.

MOTION: Mr. Kerwin

SECONDED: Mr. Guarneri

VOTE: Unanimous (Mr. Bierach and Ms. DeCeglie abstained)

**7. Request for Executive Session**

A request for executive session was made to discuss personnel matters and other business excluded from the Open Public Meeting by Law. The Board entered executive session at 7:15 P.M.

Mr. Reddin said, in Executive Session the Board will be discussing personnel matters. The discussion will last approximately thirty minutes and no action will be taken.

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Motion for approval of item 7.

MOTION: Ms. DeCeglie  
SECONDED: Mr. Ferraro  
VOTE: Unanimous

The Board returned from executive session at 7:55 P.M.

**8. Resignation - Colin Monahan**

The Superintendent recommends the Board accept with deep regret the resignation of Colin Monahan, School Business Administrator for the Totowa School District effective Tuesday, October 6, 2015.

**9. Appointment - School Business Administrator/Board Secretary**

The Superintendent, in consultation with the Administrative Team, recommends the Board appoint Mr. Vincent Varcadipane as School Business Administrator/Board Secretary for the 2015-2016 school year pending contract approval from the New Jersey State Department of Education Passaic County Office.

Motion for approval of items 8 and 9.

MOTION: Mr. Kerwin  
SECONDED: Mr. Guarneri  
VOTE: Unanimous

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**10. Old Business**

There was no old business.

**11. New Business**

There was no new business.

**12. Adjournment**

Upon motion by Ms. DeCeglie and seconded by Mr. Kerwin this meeting was adjourned at 8:00 P.M.

Respectfully submitted,

Patricia Capitelli  
School Business Administrator/Board Secretary