

**Totowa Borough Public Schools**  
**Washington Park School**  
10 Crews Street, Totowa, NJ 07512  
Phone: 973-956-0010 Ext. 2301 Fax: 973-389-2270  
Email : [totowacapitelli@yahoo.com](mailto:totowacapitelli@yahoo.com)/[totowaobrien@yahoo.com](mailto:totowaobrien@yahoo.com)  
[www.totowa.k12.nj.us](http://www.totowa.k12.nj.us)

*Patricia Capitelli*  
Chief School Administrator

*Michael O'Brien*  
Principal



October 24, 2016

Dear Parents/Guardians of Grades Three and Four Students:

The annual Halloween Parade for grades three and four will be held on Monday, October 31, 2016, at 2:30pm. Parents are invited to view the parade from the designated areas on the grass, while students will be walking on the paved areas for your viewing. For safety and identification reasons, we must request that parents do not come to the parade in a costume. Please do not ask your child to leave with you at the conclusion of the parade. Regular dismissal will be in effect.

Students may come to school dressed in a costume or with a costume in a bag so that they can easily change. Should they need to change in school, please make the costumes as simple as possible with a minimum number of pieces. Any props, such as toy guns, knives, swords or weapons are not permitted. Please do not sign students out of school during lunch for the purpose of changing into a costume.

Should the outdoor parade be cancelled due to inclement weather, the students will parade inside the building. For security reasons, parents will not be permitted inside the building to view the indoor parade.

Thank you for your continued support and cooperation.

Sincerely,



Mr. Michael O'Brien

CC: Ms. Patricia Capitelli, Chief School Administrator  
Ms. Lauren Terranova, Supervisor of Special Education  
Mr. Jonathan Kruzell, Vice-Principal, Washington Park School  
Ms. Nicki McGrane, Supervisor of Curriculum and Instruction