

**BOARD OF EDUCATION  
BOROUGH OF TOTOWA**

**MEETING MINUTES**

03/16/2018

The Regular 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 March 16, 2018.

**1. Call To Order**

President Ruocco called the meeting to order at 7:09 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: Ms. Antonucci, Ms. Carr, Ms. DeCeglie, Mr. Guarneri, Mr. Kerwin  
Mr. Reynoso, Ms. Ruocco, and Mr. Schaffer

Members Absent: Mr. Bierach

Also Present: Patricia Capitelli, Superintendent of Schools  
Vincent Varcadipane, School Business Administrator/Board Secretary  
Mr. Raymond B. Reddin, Board Attorney

**3. Open Public Meeting Notice**

The following statement was read by Mr. Varcadipane:

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.

**4. Public to be Heard**

There was no public to be heard.

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**5. Approval of Adoption and Submission of 2018-2019 Tentative School Budget to the Executive County Superintendent of Schools**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board adopts and submits the 2018-2019 tentative School budget.

**6. Approval of Health Care Cost Adjustment**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the use of the Health Care Cost Adjustment for the budget of \$141,536.00 for the 2018-2019 budget.

**7. Approval of Travel Expense**

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends that the Board approve the travel expense for regular business travel not to exceed \$1,500.00 for the 2018-2019.

**8. Authorized Check Signatures – Student Activity**

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends that the Board retroactively approve the authorized check signatures.

Washington Park Student Activity – Ms. Lauren Terranova, Ms. Barbara Filan and Ms. Patricia Capitelli

Motion for approval of items 5-8

MOTION: Mr. Schaffer

SECONDED: Mr. Reynoso

VOTE: Unanimous

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**9. Old Business**

There was no old business.

**10. New Business**

There was no new business.

**11. Hearing and Petition of Citizens**

There were no citizens to be heard.

**12. Other Matters of a Timely Nature**

There were no other matters of a timely nature.

**13. Adjournment**

Upon motion by Mr. Schaffer and seconded by Mr. Reynoso this meeting was adjourned at 7:11 P.M.

Respectfully submitted,



Vincent Varcadipane  
School Business Administrator/Board Secretary

