

**BOARD OF EDUCATION
BOROUGH OF TOTOWA**

MEETING MINUTES

09/22/2021

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 and in accordance with N.J.S.A. 10:48-8(b), and guidance from the NJ Department of Community Affairs Division of Local Government Services via Zoom on September 22, 2021.

1. Call To Order

President Antonucci 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. Alesandrelli, Ms. Antonucci, Ms. DeCeglie, Mr. Kerwin, Mr. La Rose, and Mr. Tangora

Members Absent: Mr. Bierach, Ms. Carr and Mr. Reynoso

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. 2021 - 2022 Nursing Services Plan

The Superintendent, in consultation with the Administrative Team, recommends the Board approve the 2021 - 2022 District Nursing Services Plan as per attached.

6. 2021 - 2022 Parent Calendar

The Superintendent, in consultation with the Administrative Team, recommends the Board approve the 2021 - 2022 Parent Calendar as per attached.

Motion for approval of items 5-6

MOTION: Mr. Kerwin
SECONDED: Ms. Alesandrelli
VOTE: Unanimous

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7. Informational

Opening of Schools

Virtual Back to School Night

Dates for Your Information

September 23	One Session Day - Virtual Back-to-School Night
October 4-8	Week of Respect
October 5	Virtual Special Education Parent Meeting - 10:00 A.M.
October 8	Paperless Mid-Marking Period Reports Issued (5-8)
October 11	Fall School Pictures - MS & WPS
October 18-19	Inview Testing Grades 2,3,5,6
October 19	Title 1 Parent Meeting - 7:00 P.M. (WPS)
October 18-22	National School Safety Week
October 20	Board of Education Meeting - WPS 7:00 P.M.

Use of Facilities - October

Oct. 4	PTO	Executive Board Meeting (WPS)
Oct. 12	PTO	General Meeting (WPS)

8. Committee Reports

Ms. Antonucci stated committee meetings were held, there was a discussion on personnel and buildings and grounds.

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9. 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 7:18 p.m.

Mr. Reddin said, in Executive Session the Board will be discussing personnel and legal matters. The discussion will last approximately thirty (30) minutes and no action will be taken.

Motion for approval of item 9

MOTION: Ms. Alesandrelli
SECONDED: Mr. Kerwin
VOTE: Unanimous

The Board returned from executive session at 7:57 P.M.

10. 2021 - 2022 Substitute Teacher Listing

The Superintendent recommends the Board approve the 2021 - 2022 Substitute Teacher Listing submitted by the Substitute Registry. (see attached)

11. Substitute Teachers

The Superintendent recommends the Board approve the following new substitute teachers submitted by the Substitute Registry:

Priority II

Abouelseoud, Noha B.
DeLuccia, Erica
Hill, April
Iurato, Lisa M.
Lota, Kalli J.
Madeira, Paulo J.
Priolo, Tina - RN
Yarkun, Olha

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12. Resignation - Paula Ralli

The Superintendent, in consultation with the Administrative Team, recommends the Board retroactively accept the resignation of Paula Ralli, Special Education Aide, for the Totowa School District effective September 7, 2021.

13. Appointment - Special Education Aide

The Superintendent, in consultation with the Director of Special Education, recommends the Board appoint Ms. Stacie Dechert as a Special Education Aide for the 2021 - 2022 school year, beginning on or about Monday, October 18, 2021, at the rate of \$17.25 per hour, pending a successful criminal background check and positive references.

14. Appointment - Special Education Aide

The Superintendent, in consultation with the Director of Special Education, recommends the Board appoint Ms. Myah Sellers as a Special Education Aide for the 2021 - 2022 school year, beginning on or about Monday, October 18, 2021, at the rate of \$17.25 per hour, pending a successful criminal background check and positive references.

15. Approval - Medical Leave

The Superintendent, in consultation with the Administrative Team, recommends the Board approve a Medical Leave for Michael Quintieri beginning Thursday, September 30, 2021, for an undetermined amount of time.

16. Posting - Gifted and Talented Instructors

The Superintendent, in consultation with the Administrative Team, recommends the Board approve posting the position of Gifted and Talented Instructors.

17. Posting - SAT Prep Instructors

The Superintendent, in consultation with the Administrative Team, recommends the Board approve posting the position of SAT Prep Instructors.

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18. Posting - Student Council Advisor

The Superintendent, in consultation with the Administrative Team, recommends the Board approve posting the position of Student Council Advisor.

19. Posting - Yearbook Advisor

The Superintendent, in consultation with the Administrative Team, recommends the Board approve posting the position of Yearbook Advisor.

Motion for approval of item 10-19

MOTION: Mr. Kerwin

SECONDED: Ms. Alesandrelli

VOTE: Unanimous

20. Approval of Minutes- September 1, 2021 – Regular Meeting

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the minutes of the meeting of September 1, 2021, as presented.

Motion for approval of item 20

MOTION: Ms. Alesandrelli

SECONDED: Ms. DeCeglie

VOTE: Unanimous

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21. Approval of Minutes- September 1, 2021 – Executive Session

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the minutes of the Executive Session during the meeting of September 1, 2021, as presented.

Motion for approval of item 21

MOTION: Ms. Alesandrelli

SECONDED: Mr. Kerwin

VOTE: Unanimous

22. Approval of Bills List – September 22

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the September 22 Bills List as presented.

23. Acceptance of Financial Status Report – August

The Superintendent, in consultation with the School Business Administrator/Board Secretary recommends the Board accept the Financial Status Report for the month of August 2021, as presented.

24. Monthly Financial Certification of the Board Secretary and the Board of Education – August

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends the Board certify that the major accounts and fund balances in the 2021-2022 budget have not been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

25. Acceptance of Bank Reconciliations – August

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Bank Reconciliations for the month of August 2021, as presented.

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26. Acceptance of Board Secretary Report – August

The Superintendent in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Board Secretary Report for the month of August 2021, as presented.

27. Acceptance of Treasurer of School Monies Report – August

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Treasurer Report for the month of August 2021, as presented.

28. Acceptance of Financial Summary Report – August

The Superintendent in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Financial Summary Report for the month of August 2021, as presented.

29. Approval of Line-Item Budget Transfers – August

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the following line item budget transfer for the month of August 2021, as presented. (See Attachment #1 Monthly Transfer Report)

30. Acceptance of Revenue Report – August

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Revenue Report for the month of August 2021, as presented.

31. Acceptance of Financial Status Report – June Adjusted

The Superintendent, in consultation with the School Business Administrator/Board Secretary recommends the Board accept the Financial Status Report for the month of June Adjusted 2021, as presented.

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32. Monthly Financial Certification of the Board Secretary and the Board of Education – June Adjusted

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends the Board certify that the major accounts and fund balances in the 2020-2021 budget have not been over expended and that sufficient funds are available to meet the district's financial obligations for the remainder of the year.

33. Acceptance of Bank Reconciliations – June Adjusted

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Bank Reconciliations for the month of June Adjusted 2021, as presented.

34. Acceptance of Board Secretary Report – June Adjusted

The Superintendent in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Board Secretary Report for the month of June Adjusted 2021, as presented.

35. Acceptance of Treasurer of School Monies Report – June Adjusted

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Treasurer Report for the month of June Adjusted 2021, as presented.

36. Acceptance of Financial Summary Report – June Adjusted

The Superintendent in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Financial Summary Report for the month of June Adjusted 2021, as presented.

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37. Approval of Line-Item Budget Transfers – June Adjusted

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the following line item budget transfer for the month of June Adjusted 2021, as presented. (See Attachment #2 Monthly Transfer Report)

38. Acceptance of Revenue Report – June Adjusted

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Revenue Report for the month of June Adjusted 2021, as presented.

39. 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>
Andrew Alvarez	Lunch Balance Refund	1444	\$ 42.85
NRESC	County Advertisement	1445	\$ 80.00

40. Approval of Nonpublic Technology Agreement

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the agreement to purchase Nonpublic Technology for The Academy of St. James in accordance with “Guidelines for Administering the New Jersey Nonpublic Technology Initiative Program”. Purchases will be made throughout the year in accordance to the guidance listed above.

41. Approval of Nonpublic Security Agreement

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the agreement to purchase Nonpublic Security equipment for The Academy of St. James in accordance with “The Nonpublic School Security Program Guidelines”. Purchases will be made throughout the year in accordance to the guidance listed above.

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42. Approval to Dispose of Equipment

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends the Board approve the disposal of the following items.

Washington Park School

TV (Broken Unrepairable)	2012	x 1 pc
HP All in One Desktop (Broken Unrepairable)	2010	x 5 pcs
NEC Printer (Broken Unrepairable)	2013	x 1 pc
Smartech Projector (Broken Unrepairable)	2013	x 4 pcs
Smartboard (Broken Unrepairable)	2013	x 4 pcs

Memorial School

Old IPAD Charging Station (Broken Unrepairable)	2012	x 4 pcs
HP All in One Desktop (Broken Unrepairable)	2013	x 5 pcs

43. Approval of 2021-2022 Transportation Contract NRESC

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends that the Board retroactively approve the 2021-2022 school year transportation contract with North Region Educational Services Commission, Wayne as follows:

Route #	School	Contractor	Cost Per Route	Date
822	Memorial School	Madison Coach	\$72,302.40+2,892.10	9/9/21-June 2022
952	South Bergen Jointure	Jets Transportation	\$41,916.60+1,676.66	9/9/21-June 2022
1034	Shepard School	Omar Transportation	\$40,269.60+1,610.78	9/9/21-June 2022
2056	PG Chambers	Jersey Kids Transportation	\$64,080.00+2,563.20	9/9/21-June 2022

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44. Approval of Submission and Grant Award – ARP - IDEA FY 2022 Application

The Superintendent, in consultation with the Administrative Team, recommends the Board retroactively approve the submission and grant award for the ARP-IDEA FY 2022 application adjusted.

IDEA Basic	\$ 54,847
IDEA Preschool	\$ 4,664

45. Approval of 2020-2021 Nonpublic Project Completion Report

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends that the Board retroactively approve the 2020-2021 Nonpublic Project Completion Report. (See attachment #3) upon state appropriate funds.

46. Approval of 2020-2021 Nonpublic Project State Reimbursement

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends that the Board approve the state reimbursement for the 2020-2021 Nonpublic Projects in the amount of \$31,720.00.

47. Acceptance of Special Olympics New Jersey Grant

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the acceptance of a grant from Special Olympics New Jersey awarding Washington Park School with a \$4,000.00 Play Unified grant for the 2021-2022 school year.

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48. Approval of the Synthetic Turf Maintenance Contract

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the Synthetic Turf Maintenance Contract through Keystone Sports Construction. Keystone Sports Construction was the installer of the new synthetic turf field at Washington Park School. The total cost for the 2021-2022 school year is \$10,000.00. (See Attachment #3)

Motion for approval of item 22-48

MOTION: Ms. DeCeglie
SECONDED: Ms. Alesandrelli
VOTE: Unanimous

49. Old Business

There was no old business.

50. New Business

There was no new business.

51. Hearing and Petition of Citizens

No citizens wished to be heard.

52. Other Matters of a Timely Nature

There was no other matters of a timely nature.

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53. Adjournment

Upon motion by Ms. DeCeglie and seconded by Ms. Alesandrelli this meeting was adjourned at 8:02 P.M.

Respectfully submitted,



Vincent Varcadipane
School Business Administrator/Board Secretary