BOARD OF EDUCATION
BOROUGH OF TOTOWA

MEETING MINUTES

01/21/2026

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 January 21, 2026.

1. Call To Order

President Antonucci called the meeting to order at 7:08 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, Mr. Bierach, Ms. Carr, Mr. La Rose, Mr. Palazzo, Ms. Panepinto, Mr. Parlegreco and Dr. Vancheri
Members Absent:	Ms. Alesandrelli
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

Mr. Frank Iurato, of 24 Vita Road, stated he was a father of two students in the district. He wrote an email to Ms. Antonucci to investigate a matter involving one of his sons. Ms. Antonucci stated she has not seen the email yet. Mr. Iurato provided a copy. Ms. Antonucci and Mr. Reddin stated they will review the email and someone would get back to Mr. Iurato.

No Other Public wished to be heard.

5. Professional Day

The Superintendent, in consultation with the Administrative Team, recommends that the Board approve the submitted Professional Day as per the attached.

6. Policy Revision 0142.1 – Nepotism

The Superintendent presents to the Board the first read of the revised mandated Policy 0142.1 – Nepotism.

7. Policy Revision 1220 – Employment of Chief School Administrator

The Superintendent presents to the Board the first read of the revised mandated Policy 1220 – Employment of Chief School Administrator.

8. Policy – Sexual Harassment - Staff

The Superintendent presents to the Board the first read of the new mandated Policy 1552 – Sexual Harassment - Staff.

9. Policy Revision 2530 – Resource Materials

The Superintendent presents to the Board the first read of the revised Policy 2530 – Resource Materials.

10. Policy Revision 2535 – Library Material

The Superintendent presents to the Board the first read of the new mandated Policy 2535 – Library Material.

11. Policy Revision 9130 – Public Complaints

The Superintendent presents to the Board the first read of the revised Policy 9130 – Public Complaints.

12. Regulation 1552 – Sexual Harassment - Staff

The Superintendent presents to the Board the first read of the new mandated Regulation 1552 – Sexual Harassment - Staff.

13. Regulation Revision 2530 – Resource Materials

The Superintendent presents to the Board the first read of the revised Regulation 2530 – Resource Materials.

14. Regulation Revision 2535 – Library Material

The Superintendent presents to the Board the first read of the new mandated Regulation 2535 – Library Material.

15. Regulation Revision 9130 – Public Complaints

The Superintendent presents to the Board the first read of the revised Regulation 9130 – Public Complaints.

16. Abolishment Policy 3362 – Sexual Harassment

The Superintendent recommends that the Board abolish Policy 3362 – Sexual Harassment.

17. Abolishment Policy 4352 – Sexual Harassment

The Superintendent recommends that the Board abolish Policy 4352 – Sexual Harassment.

18. Abolishment Regulation 3362 – Sexual Harassment of Teaching Staff Members Complaint Procedure

The Superintendent recommends that the Board abolish Regulation 3362 – Sexual Harassment of Teaching Staff Members Complaint Procedure.

19. Abolishment Regulation 4352 – Sexual Harassment of Support Staff Members Complaint Procedures

The Superintendent recommends that the Board abolish Regulation 4352 – Sexual Harassment of Support Staff Members Complaint Procedures.

20. Student Safety Data System (SSDS)

The Superintendent, in consultation with the Administrative Team, recommends that the Board approve the submission of the Student Safety Data System (SSDS) for Period 1, beginning on September 1, 2025, through December 31, 2025, to the New Jersey State Department of Education as per the attached.

21. Harassment, Intimidation, and Bullying Reports

The Superintendent, in consultation with the Administrative Team, recommends that the Board approve the Harassment, Intimidation, and Bullying Reports as outlined in the attached document.

22. Curricular Revisions

The Superintendent, in consultation with the Administrative Team, recommends that the Board approve the curricular revisions listed below:

Subject	Grade
English Language Arts	Preschool
Mathematics	Preschool
Science	Preschool
Social Studies	Preschool

23. Calendar 2026 – 2027

The Superintendent, in consultation with the Administrative Team, recommends the Board approve the 2026 – 2027 calendar as per the attached.

24. Eighth Grade Fashion Show

The Superintendent, in consultation with the Administrative Team, recommends that the Board approve the Twenty-Second Eighth Grade Fashion Show to be held on Thursday, February 19, 2026, at The Grand in Totowa. The event will begin at 6:00 P.M. and end at approximately 10:00 P.M. It is further recommended that eighth-grade students who are participating in the Fashion Show be dismissed from school at 1:20 P.M.

25. Visitation – Washington Park School's Book Club

The Superintendent, in consultation with the Administrative Team, recommends that the Board approve Washington Park School's Book Club to read to Memorial School students on Tuesday, February 24, 2026, from 9:15 A.M. to 10:00 A.M. and Wednesday, February 25, 2026, from 9:15 A. M. to 10:00 A.M. Transportation to be provided by the Totowa Board of Education.

26. Volleyball Schedule

The Superintendent, in consultation with the Administrative Team, recommends that the Board approve the Boys and Girls Volleyball Schedule for the 2025-2026 school year, as per the attached.

27. Use of Facilities – P.T.O. Spring Pictures

The Superintendent, in consultation with the Administrative Team, recommends that the Board approve the request of the Totowa PTO Fall Picture Committee as follows:

Spring Pictures

Memorial School Auditorium	March 16, 2026	8:00 A.M. – 2:00 P.M.
Washington Park School Gym	March 16, 2026	8:00 A.M. – 2:00 P.M.

The P.T.O. also requested the use of tables and chairs.

28. Use of Facilities – P.T.O. Kids Tricky Tray

The Superintendent, in consultation with the Administrative Team, recommends the Board approve the request of the Totowa P.T.O Kids Tricky Tray Committee as follows:

Washington Park School Gym	May 8, 2026	6:00 P.M. – 10:00 P.M.

The P.T.O is also requesting access to the gym to set up the Kids Tricky Tray from 9:30 A.M. – 6:00 P.M., in addition to the use of tables and chairs for prizes and seating.

Motion for approval of item 5-28

MOTION: Dr. Vancheri
SECONDED: Mr. Palazzo
VOTE: Unanimous (Ms. Panepinto abstained from item #27 & #28 on the Report of the Superintendent, Use of Facilities - P.T.O. Spring Pictures & Use of Facilities - P.T.O. Kids Tricky Tray)

29. Informational

Student Safety Data System (SSDS)

PTO Book Fair

Boys' and Girls' Basketball

8th Grade Fashion Show

Dates for Your Information:

Jan. 23	Marking Period 2 Ends
Jan. 26	Marking Period 3 Begins
Jan. 30	Marking Period 2 Report Cards
Feb. 5	Boston Parent Meeting WPS 6:00 P.M.
Feb. 12	1:20 P.M. Dismissal
Feb. 13-16	Schools Closed
Feb. 18	Broadway Play – 8th Grade
Feb. 18	Board of Education Meeting 7 P.M. WPS

Use of Facilities:

Feb. 2	P.T.O. Executive Meeting WPS
Feb. 2	P.T.O. Book Fair Setup
Feb. 3	P.T.O. Executive Meeting WPS (Snow Date)
Feb. 3 -Feb. 5	P.T.O. Book Fair
Feb.	P.A.L. Basketball (MS/WPS)

Attachments:

Reports:

Discipline Reports

30. Committee Reports

Ms. Antonucci stated committee meetings were not held.

31. 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 7:14 p.m.

Mr. Reddin said, in Executive Session the Board will be discussing personnel and legal matters. The discussion will last approximately fifteen to twenty (15-20) minutes and no action will be taken.

Motion for approval of item 31

MOTION: Mr. Parlegreco
SECONDED: Mr. La Rose
VOTE: Unanimous

The Board returned from executive session at 7:51 P.M.

32. Substitute Teachers

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

Priority I
Monesmith, Debra

Priority II
Abdelqader, Leyan
Afaneh, Areej
Alsoutari, Huthaifa

33. Resignation – Special Education Aide

The Superintendent, in consultation with the Administrative Team, recommends the Board retroactively accept the resignation of Jamalat Assaf, Special Education Aide, on Friday, December 12, 2025.

34. Appointment – Special Education Aide

The Superintendent, in consultation with the Administrative Team, recommends the Board appoint Erianny Guevara, Special Education Aide, for the Totowa School District for the remainder of the 2025-2026 school year on Monday, January 5, 2026, at the rate of $17.25 per hour.

35. Retirement – Heather Corrado

The Superintendent recommends the Board accept with regret the retirement of Heather Corrado, Elementary/Special Education Teacher, effective June 30, 2026.

36. Retirement – Angelo Marocco

The Superintendent recommends the Board accept with regret the retirement of Angelo Marocco, Custodial Engineer, effective March 1, 2026.

Motion for approval of item 32-36

MOTION: Dr. Vancheri
SECONDED: Mr. Bierach
VOTE: Unanimous

37. Approval of Minutes- December 10, 2025 – Regular Meeting

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the minutes of the meeting of December 10, 2025, as presented.

Motion for approval of item 37

MOTION: Mr. La Rose
SECONDED: Mr. Bierach
VOTE: Unanimous (Dr. Vancheri abstained)

38. Approval of Minutes- December 10, 2025 – 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 December 10, 2025, as presented.

Motion for approval of item 38

MOTION: Mr. Bierach
SECONDED: Ms. Panepinto
VOTE: Unanimous (Dr. Vancheri abstained)

39. Approval of Bills List – January

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

40. Acceptance of Financial Status Report – December

The Superintendent, in consultation with the School Business Administrator/Board Secretary recommends the Board accept the Financial Status Report for the month of December 2025, as presented.

41. Monthly Financial Certification of the Board Secretary and the Board of Education – December

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends the Board certify that the major accounts and fund balances in the 2025-2026 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.

42. Acceptance of Bank Reconciliations – December

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Bank Reconciliations for the month of December 2025, as presented.

43. Acceptance of Board Secretary Report – December

The Superintendent in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Board Secretary Report for the month of December 2025, as presented.

44. Acceptance of Treasurer of School Monies Report – December

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Treasurer Report for the month of December 2025, as presented.

45. Acceptance of Financial Summary Report – December

The Superintendent in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Financial Summary Report for the month of December 2025, as presented.

46. Approval of Line-Item Budget Transfers – December

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 December 2025, as presented. (See Attachment #1 Monthly Transfer Report)

47. Acceptance of Revenue Report – December

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board accept the Revenue Report for the month of December 2025, as presented.

48. 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.

Vendor	Description	Check #	Amount
Pomptonian Food Service	Invoice #912121225	1697	$ 33,013.35
Pomptonian Food Service	Invoice #912121925	1698	$ 8,506.72
Pomptonian Food Service	Invoice #912122625	1699	$ 9,174.06
Ms. Julissa Gonzalez	Lunch Account Refund	1700	$ 383.30

49. Unemployment Compensation Account

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends that the Board retroactively approve check #237 from the school district's Unemployment Compensation Account in the amount of $14,290.15 to the State of New Jersey, Department of Labor Division of Employer Accounts for chargeable benefits.

50. Approval of 2025-2026 Transportation Contract NRESC

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends that the Board retroactively approve the 2025-2026 transportation contract with North Region Educational Services Commission, Wayne as follows:

Route #	School	Contractor	Cost Per Route	Date
3597	Windsor Learning Ctr	R & May Trans	$ 16,830.00+1,009.80	9/4/25-6/25/26

Agenda item was originally approved, however, there was a typo in the contract for the service fee. Originally approved at $1,776.50 and should have been $1,009.80 as shown above.

51. Approval of 2025-2026 Transportation Contract NRESC

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends that the Board retroactively approve the 2025-2026 transportation contract with North Region Educational Services Commission, Wayne as follows:

Route #	School	Contractor	Cost Per Route	Date
4158	Memorial School - Totowa	Joshua Tours	$ 36,660.00+2,199.60	11/3/25-6/26/26

52. Approval of Payment – Totowa Education Foundation Reimbursement

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve check # 2908 to the Totowa Education Foundation for reimbursement in the amount of $264.00. This amount is a reimbursement for monies collected for the Kops 4 Kids program but was deposited in the wrong bank account.

53. Approval of Designation of Places to Post Notices for Annual School Election

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the following locations to post notices for the School Board Election held on April 21, 2026.

Washington Park School	10 Crews Street
Memorial School	294 Totowa Road
Municipal Building	537 Totowa Road
American Legion Hall	180 Union Blvd.
Lincoln Ave. Firehouse	93 Lincoln Ave.
Mitchell Ave. Firehouse	22 Mitchell Ave.
Riverview Firehouse	440 Riverview Drive
Totowa Community Center	385 Union Blvd.

54. Approval of Polling Sites for Annual School Election

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the Passaic County Board of Elections approval to consolidate voting to the following polling site for the Annual School Election held on April 21, 2026.

District 1 & 2	Washington Park School	10 Crews Street

Will include residents from districts 1,2,3,4,5,6

55. Approval of Board Workers and Voting Machines for Annual School Election

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve six board workers at each district and two voting machines at each district for the Annual School Election held on April 21, 2026.

56. Approval of Polling Hours – Annual School Election

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve the polling hours for the Annual School Election to be held on April 21, 2026, from 3:00 P.M. to 8:00 P.M.

57. Approval of Board Workers' Pay – Annual School Election

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends the Board approve an hourly pay rate of $21.43 for the Annual School Election held on April 21, 2026.

Motion for approval of item 39-57

MOTION: Mr. Palazzo
SECONDED: Mr. Bierach
VOTE: Unanimous (Mr. Bierach and Mr. Parlegreco abstained from PO # 26-01299 on item #39 Approval of Bills List - January, Dr. Vancheri abstained from item #50 & #51 Approval of 2025-2026 Transportation Contract NRESC)

58. Old Business

There was no old business.

59. New Business

There was no new business.

60. Hearing and Petition of Citizens

No citizens wished to be heard.

61. Other Matters of a Timely Nature

There was no other matters of a timely nature.

62. Adjournment

Upon motion by Mr. Bierach and seconded by Mr. La Rose this meeting was adjourned at 7:55 P.M.

Respectfully submitted,

Vincent Varcadipane
School Business Administrator/Board Secretary