BOARD OF EDUCATION
BOROUGH OF TOTOWA

MEETING MINUTES

03/11/2019

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 11, 2019.

1. Call To Order

President Guarneri called the meeting to order at 7:07 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, Mr. Bierach, Ms. Carr, Ms. DeCeglie, Mr. Guarneri, Mr. Kerwin and Mr. Tangora
Members Absent:	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

Mr. Guarneri read the following statement. "For the record please state your name and address. We appreciate you coming forward here tonight. Please speak clearly. You do have three minutes to speak and please note we as a board take all concerns, views, and or statements very seriously. However, we may or may not have the opportunity to address your concerns at this time.

Ms. Maya Buono of 84 Hobart Place, Totowa NJ 07512 stepped forward. Ms. Buono stated she felt it was still hard to find when board meetings are held on the website, even though she did find it under Board Agenda on the website. Ms. Buono suggested areas of the website and other ways to notify people of the meeting.

Mr. Guarneri thanked Ms. Buono.

Ms. Carla Grant of 88 Grant Ave, Totowa NJ 07512 stepped forward. Ms. Grant stated that she would like to participate in her students' education more. Ms. Grant stated that she has been told in the past parents are not allowed in the building because of security issues but feels there needs to be a balance. She would like to see in the upcoming school year more opportunities for parents to be allowed in the building, i.e. class parents, parent readers, career day, etc.

Mr. Guarneri thanked Ms. Grant.

Ms. Huzien of 48 Continental Circle, Totowa NJ 07512 stepped forward. Ms. Huzien stated she was concerned with the behavior on the bus. Ms. Huzien would like to have bus aides on all of the buses to help supervise the students.

Mr. Guarneri thanked Ms. Huzien.

Ms. Karam of 88 Columbus Ave, Totowa NJ 07512 stepped forward. Ms. Karam wanted to follow up on a previous email and board meeting in regards to allowing teachers to purchase items for their classrooms at their discretion. Ms. Karam stated she saw the District was receiving additional state aid this year and wanted to know if some of that money could go toward those funds.

Mr. Guarneri thanked Ms. Karam.

5. Approval of Adoption and Submission of 2019-2020 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 2019-2020 tentative School budget. (See attachment #1)

6. 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 2019-2020.

7. Approval of Maximum Travel Expenditure 2019-2020

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends that the Board establish a maximum travel expenditure amount for the 2019-2020 school year of $10,000.00 in accordance with NJAC 6A:23A-7.3. The total expenditure in the pre-budget year to date is $1,668.00.

8. Approval to Increase Appropriations

The Superintendent, in consultation with the School Business Administrator/Board Secretary, recommends that the Board further resolve and approve appropriating the additional State Aid of $93,892.00 received in July 2018 to accounts 11-190-100-340-200-001-050 Tech MS Equip and 11 -190-100-340-201-002-060 Technology WPS Equip in the amount of $46,946 each.

9. Approval of Banked Cap Request

The Superintendent, in consultation with the School Business Administrator/ Board Secretary, recommends the Board approve the banked cap amount of $85,754.00 for increased special education, curriculum and facilities costs in the 2019-2020 base budget. The need will be completed by the end of the 2019-2020 budget year and cannot be deferred or incrementally completed over a long period of time.

Motion for approval of items 5-9

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

10. 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 7:22 p.m.

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

Motion for approval of item 10

MOTION: Ms. Antonucci
SECONDED: Mr. Bierach
VOTE: Unanimous

The Board returned from executive session at 7:53 P.M.

11. Old Business

There was no old business.

12. New Business

There was no new business.

13. Hearing and Petition of Citizens

Mr. Guarneri read the following statement. "For the record please state your name and address. We appreciate you coming forward here tonight. Please speak clearly. You do have three minutes to speak and please note we as a board take all concerns, views, and or statements very seriously. However, we may or may not have the opportunity to address your concerns at this time.

Ms. Lynn Lions of 193 Sandra Drive, Totowa NJ 07512 stepped forward. Ms. Lions asked a few questions about foreign language curriculum at Memorial School. Ms. Lions wanted to know the language, teacher and frequency of the classes at Memorial School. Ms. Lions stated the curriculum does not state dates in them.

Mr. Guarneri thanked Ms. Lions.

Mr. Reddin stated that the board understands your concerns but some answers will not be immediate. For instance curriculum and instruction questions will be addressed by an administrator.

Ms. Morgan of 282 Boyle Ave, Totowa NJ 07512 stepped forward. Ms. Morgan wanted to know the policy or procedures for students to have access to printed material on a copier.

Ms. Capitelli stated that Ms. Morgan should reach out to the building principal to try and resolve any issues regarding printing she might have.

Mr. Guarneri thanked Ms. Morgan.

14. Other Matters of a Timely Nature

Ms. Capitelli wanted to address some of the issues brought up this evening. In response to advertising the board gives notice to the Herald, the Record, the Municipal building, and notice is posted on the district's website under Board Agenda. In general meetings are the 3rd Wednesday of the month. March is tentative do to budget calendar deadlines by the state department of education. If there are any other questions regarding the agenda everyone is welcome to call the business office during business hours.

Ms. Capitelli stated that during the budget process teachers input items needed for the classroom and these items are later reviewed and approved by an administrator.

Ms. Capitelli stated that the district has a courtesy busing and there is a strict discipline policy toward behavior on the bus. If there are any concerns about behavior please notify the applicable building principal and it will be addressed.

Ms. Capitelli stated that volunteers in the building and parent participation during the school day will be taken into consideration, however, safety is still the number one concern of the district.

15. Adjournment

Upon motion by Ms. DeCeglie and seconded by Ms. Alesandrelli this meeting was adjourned at 8:04 P.M.

Respectfully submitted,

Vincent Varcadipane
School Business Administrator/Board Secretary